



JOB DESCRIPTION

Title: R&D Technician

Date Last Modified: November 2021

Department:	R&D	Classification:	Non-Exempt
Supervisor:	R&D Lead	Grade:	
Status:	Regular, Full Time	EEO Group:	

Position Objective:

The R&D Technician is responsible for safely executing company-wide research and development programs, product development, and associated activities in alignment with company strategies that result in a regular introduction of innovative and unique new products and/or services. Direct responsibilities include evaluating new products, conducting lab, greenhouse and field trials as well as executing regulatory work required for EPA and PMRA registrations. They will need to work independently to optimize current testing methods, while also adopting new testing capabilities. This includes helping the R&D group plan for and adopt new facilities or equipment to enhance the internal research capabilities of BioWorks. Members of the R&D Lab Team are also responsible for assisting with support, production and quality-control activities as needed to support BioWorks success.

Essential Functions and Responsibilities:

People

- Actively participates in promoting, supporting and enhancing our Core Purpose, Core Values and Company Culture.
- Is a daily example of the BioWorks Purpose and Values for others to follow.
- Maintain a positive work atmosphere by acting and communicating in a manner that promotes cooperation with customers, collaborators, co-workers and management.
- Participates in consistent Coaching Sessions in support with BioWorks Coaching process
- Demonstrates a high degree of engagement

Strategy & Execution

- As a member of the R&D team, assists with the execution of BioWorks strategic direction.
- Plans & executes greenhouse & outdoor based bioassays to support new projects or product needs.
- Plans & executes laboratory-based bioassays.
- Manages internal R&D projects from concept to presentation.
- Increase BioWorks' internal research capabilities by evaluating new testing methods, new testing equipment and new bioassay options.
- Communicates directly with internal and external customers to set trialing expectations, establish protocols and transfer results. Communication will mostly be with internal customers from Technical Services, Product Development and the Sales Team.
- Establish and maintain relationships with outside professionals. These relationships should support the Lab Team via information transfer, tech sharing, equipment purchasing, etc.
- Obtain trial data to support label and market initiatives.
- Research and implement scientific literature into our project plans.
- Increase the internal GLP capabilities of BioWorks to decrease the reliance on third party research.
- Develops new formulations and delivery systems for active ingredients to enhance the customer experience with BioWorks products.
- Assists/responsible for Laboratory support activities

- Assists with Production and Quality Control activities as needed.

Cash

- Fully embraces Great Game of Business (“GGOB”), Scaling Up and all other activities related to financial transparency and information sharing.

Essential Qualifications - Education, Experience, Skills:

- Education – Bachelor of Science degree.
- Experience – Minimum 1 year of professional research experience. Experience with botany, horticulture, plant pathology, entomology or microbiology.
- Complexity of Work & Decision Making – A variety of non-routine duties, not necessarily related, that require considerable judgement to work independently. Can devise new methods, adapt or change standard procedures to meet new conditions, and make decisions guided by precedent and within established policies.
- Accountability – Objectives defined but with broad and varying policies, procedures, rules or precedents. Employee plans own work while given some functional guidance by supervisor. Unusual and unique situations are referred to the supervisor.
- Consequence of Errors – Probable errors may be detectable but are significant if not.
 - Most of work not subject to direct verification or check. Effect of errors usually confined within the organization.
- Customer Interactions – Regular contact with various levels of staff or other departments, furnishing or obtaining information. Contact may involve discussion of controversial issues; or contacts with external people where improper handling may affect results but the primary responsibility rests with the next higher level of supervision.
- Supervision Provided – Collects or processes information or data and provides functional advice and guidance to individuals inside the immediate work area related to standard practices. Some evaluation or originality is required.
- Environment & Use of Equipment Machinery – Normal working conditions with occasional exposure to noise, dust, and/or heat, etc. Operates or uses moderately complex office and lab/biological equipment, machinery or tools.
- Demonstrated expertise and proficiency with basic office computer software, e.g. word processing, excel spreadsheets and email. Ability to train others.
- Ability to learn and to follow directions without direct oversight.
- Ability to work well with peers and management personnel.
- Good verbal and written communication skills.
- Ability to operate and train personnel in the proper use of lab equipment.
- Treats all Team members and customers with dignity, respect and courtesy

Essential Values & Guiding Principles: (for all employees; all of equal importance)

- OUR TEAM, ONE COMPANY
- WE HONOR OUR COMMITMENTS
- WE HAVE THE RIGHT CONVERSATIONS
- OUR CUSTOMERS’ SUCCESS IS OUR SUCCESS

Physical Demands:

- Ability to lift 25kg, 5kg repetitively
- Stamina/endurance to perform physical functions of job throughout the day
- Computer keying repetitive motions
- Possible eye strain
- May require flexibility in scheduling to satisfy project and customer needs

At BioWorks we value our culture of inclusiveness. We are a team that encourages and supports the diverse talents and contributions of each team member knowing that this fuels our innovation in the products and services that we provide to our customers and community.

PHYSICAL ACTIVITY CHART – Senior R&D Technician

ACTIVITY	OCCASIONALLY REQUIRED	FREQUENTLY REQUIRED	List JOB RESPONSIBILITIES that require physical demands checked
Standing		X	Lab area, manufacturing area
Walking		X	Lab area, manufacturing area
Sitting		X	Computer & microscope
Carrying		X	Lab area, manufacturing area
Pushing	X		Lab area, manufacturing area
Pulling	X		Lab area, manufacturing area
Stooping		X	In Greenhouse
Reaching	X		Lab area, manufacturing area
Handling		X	Lab supplies, chemicals, vessels, plants
Speaking		X	Interaction with customers, vendors and employees
Hearing		X	Lab area, manufacturing area
Seeing		X	Computer work, forms, reports
Repetitive Motion		X	Keying and mouse for computer. Lab area, manufacturing area