

## Internship Opportunity (Fall 2023)

### Company Bio:

Biohubx is an industry-facing not-for-profit organization providing space, equipment and ecosystem resources to companies advancing technologies in the life sciences in the areas of health, wellness and performance. We are a critical component of the life science ecosystem in Alberta for companies addressing new and expanding markets. Through our turn-key facilities and network we help grow small companies at a critical stage of expansion and attract new companies to Calgary. Biohubx provides significant support in the areas of facility acquisition and setup, regulatory and quality certification, supply chain, and capital raises.

We are looking for a student who is passionate about the life sciences, interested in technical lab work and regulatory affairs.

See <https://www.biohubx.com/> for more information about our company.

*Due to funding source stipulations, student applicants must be residents of Alberta currently enrolled in a post-secondary institution in an undergraduate, graduate, or post-graduate degree program. International students are not eligible for this program.*

**Job Title:** Research Analyst

**Time Commitment:** Full time, 38 hours per week

**Location:** Hybrid

**Start and End Date:** September 4<sup>th</sup>, 2023 to December 15<sup>th</sup>, 2023

**Closing Date:** Resumes and cover letters must be received by August 18<sup>th</sup>, 2023 to: [steve@biohubx.com](mailto:steve@biohubx.com)

### Job Description:

- Validate and assess a novel method for blood compatibility on biomaterials and medical devices.
- Participate in the development of an assay for detection of various metabolites.
- Manage lab testing requests from external companies and internal clients.
- Utilize a variety of imaging techniques for protocol development.
- Perform analysis of samples, including (but not limited to) mammalian cells, proteins, DNA and RNA.
- Liaising directly with external company stakeholders to gain an understanding of testing requirements and equipment usage.
- Prepare and maintain an online inventory of chemicals and stock cell cultures within the Biohubx laboratory facility.
- Implement and maintain a QR code-based system for chemical SDS documents in order to facilitate access to these documents within the laboratory.
- Maintain an online booking form for equipment within the Biohubx laboratory facility.
- Assist in the preparation of reports for external stakeholders.

- Translate testing standards (e.g., ISO, ASTM) based on client requirements for Biohubx personnel.
- Work with the Director of Labs and Director of Business Development to investigate new avenues of business and testing.
- Assist in writing Standard Operating Procedures (SOPs)
- Work with incumbent companies to garner experience in each of their respective areas (e.g., diagnostics, nanotechnology, health platforms).
- Support venture operations and logistics.
- Ensure that daily lab monitoring is completed and logged (e.g., freezer, fridge, and incubator temperatures are measured).
- Assist in the implementation and monitoring of a Good Laboratory Practice (GLP) framework within the Biohubx facility.

**Skills and Qualifications:**

- Excellent oral and written communication skills
- Working experience with various microscopy techniques, cell culture techniques, and assays.
- Currently enrolled in a biomedical engineering degree program, or an equivalent program within an Alberta post-secondary institution
- Experience with Python, possibly C++ and/or Java would be an asset
- Quick learner and able to work with minimal supervision
- Strong administrative skills and able to provide excellent customer service

**Company Contact:** Dr. Steven Jones, Director of Laboratory Service, [steve@biohubx.com](mailto:steve@biohubx.com)

We thank all applicants, however, only candidates that are selected for an interview will be contacted.

