



JOB DESCRIPTION

JOB TITLE: SENIOR LABORATORY
MANAGER

DEPARTMENT: GET, LLC/CHC, LLC

LOCATION: 155 HESLER PLACE, HAGATNA,
GUAM 96910

REPORTS TO: PROGRAM MANAGER

HOW TO APPLY: EMAIL RESUME/CV TO
tricia.gumataotao@get-guam.com

FLSA / PAY GRADE: EXEMPT

JOB CODE: PROFESSIONALS

APPROVED BY: _____

DATE: _____

April 5, 2021

DUTIES AND RESPONSIBILITIES

Strategize to continuously improve and coordinate COVID-19 surge testing plans to include testing of high-risk populations with key internal/external stakeholders, executive leadership, public/private laboratory facilities, healthcare professionals and the community.

Prioritize enhancing detection through continual testing with public health rapid diagnostic test kits availability and distribution.

Provide directives related to an Advanced Molecular Detection (AMD) Project in collaboration with the CDC National SARS-CoV-2 Strain Surveillance (NS3) Program for genomic sequencing and tracking emerging variants.

Assist laboratory staff with implementing and establishing sequencing workflows and molecular characterization priorities.

Provide subject matter expertise and technical assistance relative to COVID-19 tests for the implementation of screening testing programs for school districts Grades K-12.

Assist with the implementation of a Laboratory Information Management System (LIMS) to build infrastructure and improve laboratory operations (e.g., ELR and NEDSS)

Provide guidance to leadership and support needed to communicate with all stakeholders to develop plans to sustain LIMS and improve business processes while strengthening relationships across healthcare facilities.

Perform assessments of diagnostic results and reports in a designated database that informs both public health surveillance and clinical case management.

Plan and maintain on-going calibration of diagnostic equipment and validation of screening and testing processes with reference controls to ensure optimal equipment functionality and accuracy of diagnostic results.

Train and hire staff to improve laboratory workforce ability to address issues around laboratory safety, quality management, inventory, management, diagnostic and surveillance accessing, testing and reporting results.

Other duties may be assigned.

EDUCATION / EXPERIENCE

Doctoral degree in a Chemical, Physical, Biological, and Clinical Laboratory Science from an accredited institution. Minimum of three (3) years of senior executive experience in strategic planning to include the implementation of effective and efficient delivery of services for the orderly development of essential services to meet the public health needs of the community and other public and private agencies; directing the implementation of procedures to make services readily accessible to individuals and organizations to assure continuity of services; developing, negotiating, and administering contracts relating to services or special projects with external agencies, public and private, such as the Association of Public Health Laboratories (APHL). A minimum of three (3) years of senior executive management, or substantial participation, including organizing, scheduling, supervising, and coordinating a group of activities to attain program objectives. Demonstrated management skills through completed projects and activities that meet mission objectives. Three (3) years of work experience supervising a professional staff-the experience must have demonstrated an ability to: 1) plan, organize, schedule and direct the work of others; 2) assign and review the work of others; 3) advise subordinates on difficult work problems; 4) train and develop subordinates; 5) appraise and evaluate subordinates; and 6) maintain discipline. Experience in coordinating and implementing laboratory networks (e.g., clinical, public health, military, etc.). Developed/conducted laboratory training programs (e.g., biosafety, biological agent identification, new technology, etc.). Progressively responsible professional experience in public health laboratory preparedness and response (e.g., pandemic preparedness, outbreak response, biological security, etc.). Demonstrated success in writing grant proposals and scientific papers and presentations. A minimum of four (4) years of professional experience in the isolation, detection, and identification of infectious disease agents in a high complexity laboratory, preferably a public health laboratory, with specific experience in handling and identification of biosafety level 2/3 agents. Experience in current molecular technologies (e.g., polymerase chain reaction (PCR), nucleic acid sequencing, matrix-assisted laser desorption ionization time-of-flight (MALDI-TOF) mass spectrometry (MS), etc.) for the detection and identification of infectious disease agents, and Whole Genome Sequencing (WGS) platforms. Comprehensive knowledge and understanding of the biological, biochemical, and pathological theories governing the characteristics of microbial organisms pathogenic to humans and animals. Comprehensive knowledge of molecular-based diagnostic methodologies and their application to microbial identification and other new or emerging infectious agent identification. Comprehensive knowledge of immunoassay techniques and their application to microbial identification and other new or emerging infectious agent identification. Comprehensive knowledge of scientific equipment and supplies, personal protective equipment (PPE), and Biosafety Level 2 and 3 operations. Comprehensive knowledge of CLIA requirements for high complexity laboratories. Comprehensive knowledge of biosecurity, biosafety, and occupational safety principles, management, and practices. Comprehensive knowledge of quality management systems. Understanding of Laboratory Information Management Systems Public Health and Environmental Health Laboratory Operations. Ability to manage a public health laboratory. Ability to interact and communicate clearly and effectively with federal, state, and territorial officials. Ability to plan, organize, direct, and coordinate laboratory aspects of surveillance, outbreak testing, and other public health emergencies. Demonstrated skill in developing policies and procedures. Demonstrated skill in developing written plans and budget proposals. Demonstrated skill in establishing work priorities for subordinate laboratory staff.

CERTIFICATES, LICENSES, REGISTRATION

Certified and continue to be certified by a board approved by Human Health Services (HHS) Certification Boards for Laboratory Directors of High Complexity Testing (CMS)

Must be able to obtain government security clearance

U.S. Citizens/Green Card only due to government or federal requirement