

Dalhousie University Health and Environments Research Centre Laboratory Project Manager

Health and Environments Research Centre (HERC) is a newly established sophisticated research facility for the study of environmental exposures that affect human health which is part of a national collaboration, the Canadian Aerosol Research Network (CARN). The HERC Laboratory is located in the new Life Sciences Research Institute (LSRI) on the Faculty of Medicine campus at Dalhousie University. We are seeking a HERC Laboratory Project Manager with strong technical capabilities in air quality monitoring and in personal exposure assessment methods. The successful candidate will have responsibilities for overseeing and managing operations of the HERC Laboratory aerosol sampling suite, including the latest, advanced air quality field equipment (Ambient Metals Monitor, Aerosol Chemical Speciation Monitor, Multi-Gas Air Quality Monitors-Airpointers, Ultrafine Particle Monitor, Total Nitrous Oxides Analyzer, Beta Attenuation Monitor, Sequential Particulate Sampler Partisol etc.) and personal monitoring equipment.

Reporting to HERC Laboratory Director, the Project Manager will 1) operate and maintain air quality and exposure monitoring equipment in the HERC Laboratory and in the field; 2) coordinate laboratory project activities and reports; 3) provide training and supervision to researchers and students on HERC field equipment; 4) manage laboratory maintenance and financial reporting as required.

Key Responsibilities:

- Advise HERC team on technical aspects of equipment and air quality monitoring and assessments.
- Oversee and conduct environmental field research under the direction of the HERC Laboratory Director.
- Operate, calibrate and perform routine maintenance on HERC Lab field equipment.
- Coordinate regular QA/QC on field equipment and operations according to schedule.
- Provide appropriate full technical support for field equipment in a timely manner as needed.
- Manage the budget, purchase, equipment maintenance requests, and shipments
- Report to designated university/departmental financial administrators as required.
- Respond to client Request for Proposals, review technical reports, provide group development and direction.
- Assist in the publication of research findings with HERC Lab members or collaborators as needed.

Qualifications:

A Masters in Atmospheric Chemistry, Industrial Hygiene, Environmental Engineering or a related field is required. Professional experience (or equivalent technical experience) working in an Environmental Monitoring Field or related lab is required with demonstrated effective experience managing air quality monitoring equipment. The candidate should possess excellent communication skills (both written and oral) and the ability to speak confidently with and understand the needs of the research user community as a team member. The candidate should be able to work independently with minimal supervision and direction and must be willing to work flexible hours as necessary. Previous supervisory experience is a plus. Recent experience in a research-related environment, familiarity with research grant submissions, academic settings and national granting council's procedures would be considered important assets. The candidate will conduct day to day operations in the HERC Laboratory within a regular schedule. This is a professional position which involves a demonstrated commitment to completion of the work required and flexibility in working hours. Occasional travel to meet with our collaborating university partners and other stakeholders may be required.

Term:

The position term will be determined by the contract negotiated between the candidate and the HERC Laboratory Director. As this is a grant paid position, the duration is in part determined by the continued availability of funding. This is a full time position. The candidate will be based in the Department of Community Health and Epidemiology in the Faculty of Medicine.

Salary:

The successful candidate will be competitively funded with salary and benefits commensurate with experience and qualifications. Applicants should provide a cover letter summarizing technical skills and experience, a detailed CV and the names of three professional references by email to HERC Laboratory Director, Dr. Jong Sung Kim at jskim@dal.ca.

Dalhousie University is an Employment Equity/Affirmative Action employer. The University encourages applications from qualified Aboriginal peoples, persons with a disability, racially visible persons and women. For more information, visit the Employment Equity website at: www.employmentequity.dal.ca.