

# Robert Smith

## Laboratory Coordinator II

### PERSONAL STATEMENT

A scientific researcher with a doctorate in Applied Biology. Strong background in pharmacokinetics, biochemical, and molecular biology studies. Certified in Clinical Project management.

### WORK EXPERIENCE

#### Laboratory Coordinator II

**ABC Corporation - September 2004 - June 2006**

##### Responsibilities:

- Pre typed the reports for the samples which are registered and sent to the lab for testing.
- Upon receipt of results from the lab, inputted the results in the final report format including client specification pass /fail status of each test and make a summary of the test report.
- Got all of the results on time and delivered to the Account Manager and maintain the turnaround time to keep up the service.
- Kept the workplace and location neat and clean.
- Maintained monthly summary of reports sent to client as requested by clients.
- Maintained and reported the daily log to the laboratory head.
- Confirmed and verified insurance coverage and confirm appointments.

#### Laboratory Coordinator

**Delta Corporation - 2003 - 2004**

##### Responsibilities:

- Duties included ensuring all incoming materials meet required standards for the production of oxygen sensors utilizing XRD, XRF, SEM and particle.
- Relevant Experience Multiple years of research experience as a postdoctoral fellow, preparing publications and grant proposals, presenting data at.
- Multiple years of analytical experience in quality for manufacturing and government labs.
- Conducted research to test and improve the safety and ergonomic design of aerial buckets.
- Developed experimental design and worked with utility supervisors and managers to recruit volunteer test subjects.
- Managed experimental procedures and carried out experiments for research, designed and implemented data analysis procedures and interpretation of.
- Wrote graduate thesis and co-authored three manuscripts for publication in peer-reviewed scientific journals; wrote proceedings for presentation.

### CONTACT DETAILS

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### SKILLS

Immunofluorescent  
Staining, ELISA,  
Mammalian Cell Culture  
Maintenance,  
Microbiological Strain  
Maintenance, Sterile  
Microbiological Media  
Production.

### LANGUAGES

English (Native)  
French (Professional)  
Spanish (Professional)

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

### REFERENCES

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)

## Education

Associates in Nursing - 2015(Chattahoochee Technical College -  
Marietta, GA)