



Federal Work Study Program Position Description

Title:	Federal Work Study Student
Department:	Division of Cancer Research and Training
Work Hours:	20hr/week
Pay Rate:	\$15 per Hour
Supervisor:	Dr. Yanyuan Wu
Contact:	Yanyuan Wu
# of Positions	2

Job Summary: The students will be trained and required to perform various laboratory research under supervision that include cell culture, extracting protein, RNA and DNA, performing western blot, RT-PCR/qPCR, cell growth and cell invasion assay, conducting immunohistochemistry etc. The students will also be required to help prepare reagents, tips for researchers in Laboratory conducting experiments per instruction. The students will have opportunity to involve in specific research projects and be part of research team conducting cancer health disparate related projects. The students may also be signed to conduct literature search, data entry and trained performing basic statistical analysis as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Performs basic cell and molecular biology assays, including Western, PCR, RT-PCR, and Real-Time PCR, DNA/RNA extraction, cell culture, etc.
- Prepares reagents, tips and other necessary supplies for Laboratory users conducting experiments
- Provides support as needed to faculty, postdocs and researchers in Laboratory per instruction of Supervisor
- Perform other duties as assigned.

EDUCATION:

- Undergraduate/graduate students in biomedical related field.

MINIMUM EXPERIENCE/QUALIFICATIONS:

- Having knowledge in basic biology/biochemistry and ability to learn and perform biochemical assays and molecular biology techniques
- Ability to communicate effectively, both in writing and orally
- Ability to perform basic cell and molecular biology assays under training and supervision
- Ability to maintain a high degree of accuracy in all tasks
- Ability to maintain working relationships with a diverse population of students, faculty, staff, and others.
- Ability to work as a team player

COMPUTER SKILLS:

- Must possess strong computer skills and be proficient in MS Windows, Word, Excel, etc.

WORK ENVIRONMENT:

- Research Laboratory setting area
- Variable work environments including non-traditional service areas
- May work in cramped, crowded quarters

PHYSICAL DEMANDS:

- Sitting and standing for extensive periods of time
- Walking, stooping, reaching, climbing high and low levels
- Lifting up to 25 pounds; carrying materials to various locations
- Finger and hand movement and feeling sufficient for computer and equipment operations
- Clear speaking, hearing conversationally, and seeing near and far

MENTAL DEMANDS:

- The ability to perform highly detailed work with sustained attention and care while providing/obtaining information on numerous tasks is paramount to success in this position.
- Able to work effectively and concurrently on unrelated tasks; use of sustained concentration and decision-making processes. Constant calculating, reasoning, judgment, resourcefulness, analytical ability, and ingenuity. Able to prioritize work for best outcomes.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. I understand that CDU at its sole discretion may change this description or any of its components at anytime.

Supervisor: _____ **Date:** _____

Contact: _____

Employee: _____ **Date:** _____