



## Job Description Form

**Job Title:**

DNA Analyst I

**Location:**

Farmers Branch, TX

**Essential Functions:**

- Conducts a wide variety of simple to complex tests in the areas of DNA identification.
- Normally works under general supervision but in time, becomes a specialist in one or more technical areas and shows a high degree of dependability, versatility, judgment and skill in carrying out assigned tasks.
- Records all observations completely and correctly.
- Operates laboratory equipment used in testing procedures.
- Understands, performs, and follows established procedures as set by quality assurance and safety guidelines.
- Transfers all test results to appropriate staff for final review.
- Communicates directly with clients regarding DNA analysis.
- Assists in compiling, copying or scanning appropriate documents as they relate to the case file in order to comply with all contract requirements.
- Testifies in court as expert witness when required.
- As part of the Company's ongoing effort to ensure compliance with the provisions of Sarbanes Oxley SEC 404, this position is required to assist the Company in testing the effectiveness of its internal control environment, under the supervision of the Director of Internal Audit.

**Job Requirements:**

**Education:**

B.S. or B.A. degree in biology, chemistry or related science.

Must meet ASCLD/LAB accreditation requirements.

College coursework or classes covering the subject areas of biochemistry, Genetics and Molecular biology. College coursework or training that covers the subject area of statistics and/or population genetics.

**Experience:**

0 - 1 year of forensic DNA laboratory experience

**Technical Skills:**

Ability to read and interpret documents such as safety rules, operating instructions.

Ability to work with mathematical concepts such as probability and statistical inference.

Ability to apply concepts such as fractions, percentages to practical situations.

Understanding of terminology used in DNA testing and related procedures.

Ability to recognize problems and bring them to the attention of a supervisor.

Ability to integrate data to discover testing patterns for interpretation.

Ability to use computer for data analysis.

Solid background in biology.

**Non-Technical Skills:**

Attention to detail and concern for impact is essential.

Ability to present information to supervisor and other employees is essential.

Assists other departments as necessary.

Good communication skills.

Knowledge of computers.

Professional demeanor.

**Physical Demands:**

- Must wear Personal Protective Equipment as required by site specific Standard Operating Procedures.
- Sedentary walking and standing.
- Handling – seizing, holding, grasping and fingering of objects, tools and controls.
- Reaching
- Vision – close vision and color distinction

**Working Conditions:**

- Laboratory and Office Setting
- Possible exposure to Blood Borne Pathogens under proper safety protocols
- Occasional exposure to toxic or caustic chemicals under proper safety protocols
- Moderate noise level
- Travel on off hours and weekends.
- Flexible work hours. May be required to work on off hours and weekends.

Interested candidates should send their resumes to: [HRDallas@orchid.com](mailto:HRDallas@orchid.com)