Production Laboratory Assistant



Who We Are and What We Do:

Ludger is a small bioscience company based at the Culham Science Centre in Abingdon, Oxfordshire. We specialise in the development and manufacture of glycan characterisation technology and Glycoprofiling services to the biopharmaceutical industry. Our clients include biotechnology companies and research organisations worldwide.

Key Responsibilities:

The role of Production Laboratory Technician will cover all aspects of producing high quality products for Ludger to sell to pharmaceutical companies worldwide, with the following responsibilities:

- Follow procedures to manufacture a range of kits for Glyco-analysis.
- Maintain stock levels for all raw materials related to production.
- Maintain stock levels for all catalogue products.
- Check production order paperwork and facilitate product inspection.
- Maintain a clean working environment.
- Write and review Standard Operating Procedures and related Health & Safety documents as required.
- Report weekly on the status of work in progress.
- Attend regular meetings.
- Any other reasonable responsibilities as required to support the smooth running of Production.
- Assistance and absence cover for processing customer sales orders, picking and packing and preparation for shipment. Liaising with the Head of Production and Finance manager to organise shipment paperwork.

The Person:

- Good literacy, communication, and organisational skills.
- Ability to follow clear and detailed instructions, as detailed in our SOPs.
- Methodical Worker with an attention to detail.
- Ability to establish and maintain effective working relationship with co-workers and clients.
- A flexible approach to working with the ability to be adaptable.
- Laboratory experience, preferably with knowledge of GLP or GMP.
- Ability to use Microsoft office.
- Experience with analytical techniques such as HPLC and using chromatographic software, Empower or Chromeleon, would be desirable, but not essential.
- Experience of using a database such as SAP Business One is desirable, but not essential.

Qualifications Sought:

- You should be a self-motivated individual who is committed to working in a Production Laboratory.
- Previous experience in laboratory work is preferred.
- You must be able to work independently as well as alongside other people.
- You should be a conscientious and methodical person who is able to work accurately and efficiently according to Standard Operating Procedures (SOPs) and be able to plan your work in a time efficient way.
- Awareness of Health and Safety and GLP would be an advantage.