

**Campden BRI (Chipping Campden) Limited**

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**Campden BRI (Nutfield)**

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## Job Profile

### Project Manager Method Validations Microbiology Department

For enquiries concerning this job, please contact:

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Campden BRI provides scientific, technical, and legislative support to the food, drinks, and allied industries worldwide. The practical application of technical excellence lies at the heart of all that we do and is supported by our industry-leading facilities, expertise, and knowledge.

From analysis and testing and operational support to knowledge management, all our activities are built on an extensive programme of research and innovation steered by industry to ensure maximum commercial relevance.

We provide services to companies all along the supply chain, but offer discounts, access to expert advice and other benefits for those that come into membership. Many of our clients are major blue-chip companies and household names.

## **Locations**

The Campden BRI Group operates from three sites in the UK and a fourth in Hungary. The role as advertised will be based at the Chipping Campden site but could require from time to time travel to other Group sites.

The site in Chipping Campden employs 300 full or part-time staff. A further 50 staff are employed at the site at Nutfield, Surrey and 20 staff are employed at our site in Budapest, Hungary. We also have a Consumer Test Centre in Leamington Spa.

## **Department of Microbiology**

The Microbiology Department has over 50 Scientists, Technicians and support staff split into 7 specialist teams. The teams provide high quality services to a wide range of internal and external clients.

The Molecular Microbiology and Methods Section is responsible for research on new and alternative molecular based methods and for formal validations of new methods for clients against formal validation standards (ISO16140) and certification bodies; MicroVal, NordVal and AOAC. The team has 4 members currently but is looking to expand due to the increase in business in this area. Method validation projects follow highly complex protocols which need a manager with significant expertise in experimental planning and results analysis against the ISO 16140 standard to work alongside the section lead and other microbiologists in the team

## **Duties and responsibilities:**

The main duties are to manage the co-ordination of and resource planning for method validation projects

- To be responsible for management of daily resource planning, health and safety issues, project results gathering and interpretation.
- To contribute to project costings and managing client interactions in conjunction with the Section Lead.
- To maintain comprehensive laboratory documentation and records to allow full traceability of sample receipt, quality of media used, suitability of equipment for the tests and accurate recording of results.
- To develop streamlined operations to reduce costs and increase efficiencies of method validation projects.
- To assist with proposal generation and reporting
- To be involved in client meetings regarding method validation projects.

## Qualifications and competencies

- Minimum Degree (or equivalent) plus 3+ years technical experience in a laboratory environment
- Expertise in formal method validation standards e.g. ISO16140 series
- Expertise of working within the requirements of recognised quality systems e.g. UKAS. ISO 90001 and 17025

## Key skills

- Proficient in supervising a team of technical staff and associated resources
- Competent with working with ISO reference methods and alternative methods for a wide range of organisms
- Communicate effectively daily with internal colleagues verbally, face-to-face and via email to explain technical aspects of the work
- Manage the accuracy of laboratory work records, sample receipt records, calibration records done by other technical staff
- Analyse and interpret complex scientific data and assist with production of reports for presentation to clients
- Financial resource management skills

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## Pay and benefits

<b>Salary:</b>	From £26,000 depending on experience
<b>Grade:</b>	G3
<b>Holidays:</b>	25 days plus public holidays and a buying/selling holiday scheme.
<b>Pension scheme:</b>	Campden BRI operates a pension scheme
<b>Training:</b>	Campden BRI is committed to ensure all staff receives appropriate training to support their job function and business needs.
<b>Health:</b>	Campden BRI operates a 'permanent health scheme' if you are unable to continue work for health reasons and a 'death in service' scheme.
<b>Others:</b>	Other benefits include subsidised restaurant/vending machine and parking on site.

## Further Information

If further information is required, please visit our website [www.campdenbri.co.uk](http://www.campdenbri.co.uk)