

Position Title: Head, Division of Information Services

Location: University of Louisiana - New Iberia Research Center
New Iberia, Louisiana

Organization:

The position reports to the Director of the New Iberia Research Center. NIRC is composed of five divisions: Animal Resources, Behavioral Sciences, Occupational Services, Research Resources, and Veterinary Sciences. An AAALAC International accredited facility, NIRC houses approximately 6000 nonhuman primates. The New Iberia Research Center's mission is to provide resources and support for the conduct of basic and applied research aimed at the solution of human health and societal problems.

Qualifications:

Bachelor's degree and/or advanced degree in a scientific discipline. At least 5 years of supervisory and/or management experience with at least 2 years in the oversight of technical/professional personnel in computer operations. At least 3 years experience in a contract research organization setting. Must possess strong leadership, communication and advanced organizational skills. Advanced understanding of Good Laboratory Practice regulations and computer validation as regulated by the FDA, and division/facility SOPs. Experience working with software applications used to manage laboratory and/or animal records is preferred.

Duties:

Oversees the organization and management of computer operations, animal records and other systems to ensure data integrity and network security. Maintains oversight of animal records system that traverses other divisions, historical animal records retention and report generation. Oversees the planning and coordination of new computerized systems or system upgrades, as well as the validation of these systems as regulated by the FDA and/or other regulatory agencies. Oversees the management of the NIRC facility web site. Develops and maintains divisional Standard Operating Procedures.

To apply send resume, transcript and a list of three references (include name, addresses, and phone numbers) to: Occupational Services, UL Lafayette, New Iberia Research Center; P.O. Box 13610, New Iberia LA 70562.

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