

IT/QC Associate

Toxicologic Pathology Associates, Inc (TPA) is seeking candidates for an Information Technology/Quality Control (IT/QC) Associate position. TPA, an on-site contractor of the Food and Drug Administration, provides pathology and pathology-related services at the National Center for Toxicological Research (NCTR) in Jefferson, Arkansas.

The IT/QC position is a dual role providing both information technology support and quality control oversight support for work conducted in the pathology laboratory at the NCTR.

The information technology support will include providing backup support and assistance to the TPA Information Specialist. The selected candidate will work under the TPA Information Specialist to develop a working knowledge of the automated data collection including the Gross Pathology System, Micropath System, Pristima and PWEB data management that will be used in the collection, modification, reporting, and management of toxicology data by NCTR.

The IT/QC Associate will assist and provide backup for the TPA Information Specialist in the operational management of these data collection systems.

The quality control oversight support will involve performing quality control review of all processes in the pathology division beginning with the receipt of animals to the submission of slides to the pathologists, providing information/ reports describing areas of deficiency and recommendations for correction to the area supervisors and managers, interacting with the supervisors, managers and professional staff to maintain consistent and precise work processes in conformance with GLP regulations and laboratory Standard Operating Procedures (SOPs) and reviewing all work generated in Pathology to ensure compliance with applicable pathology procedure worksheets and pathology protocols.

An Associate of Arts or Bachelor of Science degree with course work related to computer science or data management or combination of experience and related course work is required. Significant hands-on experience in information technology and quality control of data is required. Proficiency in Excel, Word, Access and Adobe PDFs is desired.

TPA provides a comprehensive benefits package to its employees and a competitive starting salary commensurate with experience, expertise and skill set. Employment of successful candidates will be contingent upon receipt of a satisfactory drug screening report, obtaining the necessary government security clearance and the requirement for physical examination. Drug screening is provided by an off-site third party and is paid for by TPA. Interested candidates should submit their resume and contact information to kimberly.maynard@fda.hhs.gov.