Job Title

Laboratory Manager

Job Summary

Kinomica is a precision medicine company that is developing next-generation diagnostic tests to help clinicians prescribe the right drug, for the right patient, at the right time. We acquire large, high-quality phosphoproteomics datasets from clinical samples using our state-of-the-art KScan® platform; through which, we were the first to demonstrate that phosphoprotein signatures can be predictive of drug response in a clinical setting (see our profile in Nature: https://www.nature.com/articles/d43747-022-00013-9).

We are seeking an experienced and driven Laboratory Manager to keep our labs running smoothly, safely and efficiently. This role is critical in ensuring the delivery of high-quality, compliant, laboratory services, with a strong focus on regulatory and quality standards.

Kinomica aims to develop a portfolio of proteomic and phosphoproteomics assays into new clinical products which can be used to improve patient outcomes. The role manages day-to-day laboratory operations and acts as the central point of coordination between scientists, facilities, suppliers and external stakeholders. You will be responsible for supporting laboratory activities, maintaining compliance, and contributing to continuous improvement across systems, processes and people.

This role will be based full time at Alderley Park, Macclesfield, and is line managed by the CTO.

Responsibilities and Duties

Laboratory Operations

- Support the technical teams with day-to-day laboratory operations and assist with routine lab tasks as needed.
- Manage relationships with external vendors and service engineers to ensure timely preventative maintenance and rapid resolution of technical issues.
- Manage and maintain cell line stocks, including mycoplasma testing and cell line authentication as required.
- Manage re-stocking, ordering, receipt & storage of laboratory consumables.
- Improve and maintain audit-ready inventories of consumables, reagents and assets.
- Supporting high standards of health & safety, quality and housekeeping.
- Assist with inductions and practical lab training to ensure safe and effective onboarding of new staff.

Equipment & Facilities management

- Act as key contact for site services and external contractors (including facilities maintenance, waste management, lab coat cleaning, fire extinguisher servicing & PAT testing).
- Co-ordinate calibration, qualification, maintenance and repairs of general laboratory equipment.
- Ensure all maintenance, calibration, and QC activities are fully documented in line with QMS and regulatory requirements.

Quality, Compliance & Continuous Improvement

- Take ownership of laboratory compliance within the Quality Management System, ensuring adherence to ISO standards and regulatory expectations.
- Ensure robust documentation, audit readiness, and traceability across all laboratory processes.
- Drive continuous improvement initiatives across laboratory operations, documentation, processes, and systems.
- Lead or support audits, inspections, deviations, CAPAs, and risk management activities.
- Promote a strong culture of quality, accountability, and operational excellence.
- Support the HTA Designated Individual in the capacity of persons designated, leading monthly audits and contributing to the governance meetings.
- Ensure appropriate training, competency, and development of laboratory staff.

The above list of responsibilities is not exhaustive, and the jobholder may be required to undertake other duties commensurate with the level of the role, as reasonable requested by their line manager. As the company grows, this role may evolve to include more responsibility or the opportunity to manage new initiatives.

Qualifications, Experience and Skills

Essential

- BSc or MSc in a relevant life sciences discipline with at least 3 years' experience working in a scientific research lab.
- Proven experience in a laboratory management or senior supervisory role.
- Strong track record managing lab operations including ordering, inventory control, equipment maintenance and facilities interfaces.
- Strong working knowledge of ISO 13485, GLP and ISO 17025.
- Demonstrated experience with audits, CAPA management, and compliance activities.
- Experience writing documentation for lab processes, health and safety and/or compliance.
- Strong communication and collaboration skills.
- High-level of organisation, attention to detail and ability to maintain focus.
- Ability to work to timelines: excellent organisational and time management skills.
- A high degree of personal motivation and a willingness to learn new skills, take on challenges, undertake relevant training and contribute to the team success.
- Must be eligible to work in the UK.

Non-essential, but added advantage

- Knowledge and understanding of fundamental principles of biochemical and molecular biological systems.
- Experience working with electronic lab notebooks.
- Experience establishing or scaling laboratory operations in a start-up or growing environment.
- Working knowledge of HTA regulations.
- Demonstrated experience with supplier management and vendor negotiations.