

## F-STAR JOB DESCRIPTION

<b>POSITION:</b>	Laboratory and Facilities Assistant
<b>DEPARTMENT:</b>	Operations
<b>LOCATION:</b>	Cambridge, UK
<b>ABOUT F-STAR:</b>	<p>At F-star, we are dedicated to developing next generation immunotherapies to transform the lives of patients with cancer. We develop mAb<sup>2</sup>, a novel class of disruptive bispecific antibody-based therapies that have the potential to overcome tumor resistance and restore anti-cancer immunity and responsiveness.</p> <p>We are committed to delivering life-changing treatments for the estimated 80% of patients with cancer who currently fail to have a durable response to immunotherapies.</p> <p>Our wholly owned pipeline shows focused and potent immune activation, with a promising safety profile to date.</p> <p>F-star's research team is based in Cambridge, UK with an expanding footprint in the US from our Hub in Cambridge, Massachusetts to support our clinical stage requirements.</p>
<b>JOB PURPOSE:</b>	<p>We're looking for a Laboratory and Facilities Assistant to join the team to assist with the day-to-day running of F-star's laboratories and general facilities. This is a practical, hands-on role providing a wide range of services to support our exciting research and development activities.</p>
<b>KEY RESPONSIBILITIES:</b>	<ul style="list-style-type: none"> <li>• Keeping stock and making up of buffers, media, agar plates and other reagents</li> <li>• Develop new buffer formulations as required</li> <li>• Maintenance and calibration of laboratory equipment (pH meters, balances etc.)</li> <li>• Washing up and autoclaving of glassware</li> <li>• Keeping laboratories and the general facilities tidy and organised</li> <li>• Administration of the company cell banks</li> <li>• Taking receipt of deliveries and distributing appropriately</li> <li>• Ordering of consumable items / reagents and kitchen supply stocks</li> <li>• Restocking of laboratory consumables</li> <li>• Arranging external maintenance visits and contracts</li> <li>• Various other laboratory support and general administration duties as needed</li> </ul>
<b>SKILLS AND EXPERIENCE:</b>	<ul style="list-style-type: none"> <li>• Previous experience of working in a similar role in the life sciences sector or laboratory environment</li> <li>• Ability to manage a regular workload while responding to ad-hoc or more urgent requests</li> <li>• Practical experience of general laboratory technician/assistant duties</li> <li>• Good verbal and written communication skills</li> <li>• Organised with strong attention to detail</li> <li>• Flexible 'can-do' attitude</li> </ul>

- Ability to work independently as well as strong team working skills
- Educated to G.C.S.E level or equivalent in a scientific subject is preferable
- Good IT skills i.e MS Office e.g Word and Excel

**What F-star can offer you**

We get things done, we keep things simple and we're driven by the science. We're ambitious so we work hard to create an environment where we can take smart risks. We want to be innovative so encourage debate and collaboration to challenge the usual way of doing things. We love our celebrations, team work and perks, which make F-star a fun and diverse place to work. And most of all, everyone has the opportunity to make a difference.

Benefits:

- Pension (8% Employer contribution)
- Equity Incentives
- Private Medical Insurance
- Health cash plan
- Life assurance
- 25 days holiday, plus the option to buy 5 days.
- Travel insurance
- Enhanced Maternity, Paternity, Adoption pay
- Flexible working opportunities