

Rayleigh Solar Tech Inc.

1 Research Dr. Dartmouth NS, B2Y 4M9
rayleighsolartech.com



Lab Manager

Part-Time or Full-time (negotiable)

Time Commitment: 25-40 hours weekly. To provide a consistent level of support to the R&D laboratory and facilitate effective teamwork, this role requires a minimum of 25 hours per week. This role cannot be fulfilled from home.

Salary range: \$25 - \$32 hourly based on education and experience.

About Rayleigh Solar Tech

Rayleigh Solar Tech (Rayleigh) is a Halifax Nova Scotia based startup founded in 2016 that is commercializing perovskite solar cells. Perovskite is a promising new technology with comparable efficiency to silicon-based cells that is inexpensive to manufacture. Perovskite solar cells can be manufactured to be flexible and semi-transparent, providing limitless opportunities. Rayleigh is in the process of scaling from benchtop to large-scale manufacturing and is seeking to grow our team to support this process.

About the role

Rayleigh's pilot facility spans two industrial bay spaces, and includes an industrial slot-die coater and other manufacturing and R&D equipment. The successful candidate will work closely with Rayleigh's research team. The lab manager will be responsible for ensuring that all equipment, including safety equipment, is properly maintained. Other duties will include liaising with external contractors and maintaining inventory of lab supplies.

Responsibilities

- Ensure that all equipment is functional by establishing and following their maintenance schedule; establish and use quality control charts to track wear of equipment. This includes safety equipment (eyewash station, HEPA air filters in cleanrooms) but also gloveboxes, pumps, etc.
- Develop and maintain a calibration program for testing lab equipment that affects quality results.
- Coordinate with 3rd party contractors for lab cleaning, linen cleaning, compressed gas cylinders exchange, and occasional laboratory retrofitting (plumber, electrician..)
- Implement and manage an inventory for chemicals, supplies, and equipment.
- Keep supplies stocked by determining inventory level and re-order them as needed. Establish and use control charts to track usage of consumables.
- Assist others with procuring new types of supplies or parts to find best price and quality. Place and track orders on behalf of others.
- Participate in Rayleigh's Joint Health and Safety Committee; demonstrate safe work habits and ensure a clean working environment.

Qualifications

- A college or bachelor's degree in science, engineering, or nursing.
- 3 years' experience working in a laboratory setting.

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- Ability and drive to solve practical problems.
- Strong organizational skills
- Basic project management skills, including the ability to track and manage inventory.
- Ability to read, analyze, and interpret general business inquiries.
- Excellent multitasking skills and attention to detail.
- General workspace tidiness.
- Capable of lifting up to 25 kilograms/50 pounds
- Ability to understand and follow safety principles and regulations related to handling hazardous chemicals.
- Valid first aid certificate is an asset.

Why work with us?

Rayleigh is pleased to offer a number of benefits including:

- Health and dental insurance.
- Three weeks paid vacation (6% vacation pay)
- Free parking and bike rack on-site.
- Clean Transportation Incentive to support public or active transport commutes.
- A friendly and supportive team.
- Free parking and bike rack on-site.
- Cake on your birthday.
- Casual attire.
- Professional development and other training opportunities.
- Regular social activities.

Diversity and inclusion at Rayleigh

At Rayleigh, we know that diversity makes a strong team. We encourage all qualified applicants to apply for this position and we will never discriminate against race, ethnicity, gender identity, gender expression, sexual orientation, disability, religion, marital status, or family status. Instead, we work to celebrate the things that make us unique.

To eliminate possible bias in the hiring process, the first round of resume screening for this position will be conducted blindly. Identifying information including names and contact information will be blacked out by a Rayleigh team member who is not directly involved in the hiring decision. Personal information will be revealed to the hiring manager after they have selected candidates to be interviewed.

Don't meet all the above qualifications? No candidate will meet every single desired qualification. If your experience looks a little different from what we've identified and you think you can bring value to the role, we'd love to learn more about you! We thank all applicants for their interest. Only candidates selected for an interview will be contacted.

To Apply: Please submit a resume and cover letter merged into one PDF document. We are unable to accept applications that are not in PDF format.

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Contact: careers@rayleighsolartech.com