

Employment Opportunity/Job Description

Posting Title: Facility Technician
Division: iVexSol Global Technical Operations
Work Location: Lexington, MA
Job Type: Full Time; flexible schedule within core operating hours between 7am – 6pm
Employment Type: Regular

Job Description

*iVexSol, Inc. is a rapidly growing vector manufacturing company founded on a truly transformative, next-generation technology that enables the creation of stable lentiviral vector producer cell lines for virtually any therapeutic gene. This technology will revolutionize the way gene therapy vectors are manufactured, sold, and employed by therapy providers, and in doing so, enable us to make a significant contribution to the elimination of patient suffering due to diseases. We are actively recruiting creative and ethical teammates with the vision and courage to innovate **beyond** today's perception of what is possible, to transform vector production so that no patient is left waiting for a cure.*

iVexSol is seeking a Facility Technician to perform hands-on maintenance of our cleanroom and BSL-2 laboratory infrastructure at our Lexington, MA site. The incumbent will execute maintenance, repair, and troubleshooting of facility infrastructure, site utility systems, labs, and production equipment. The role will provide contractor oversight, hands-on support, and on-call rotational coverage while working to maintain the facilities site systems and infrastructure. The role will report to the Director of Facilities.

Responsibilities:

- Perform daily operations, maintenance, and repairs on utility systems, benchtop manufacturing (e.g., TFF, Chrome, etc.) equipment and building systems in a cGMP regulated environment with minimal supervision.
- Investigate equipment issues, execute PMs/WOs as needed, and perform site daily rounds to ensure site and equipment compliance.
- This position will require an on-call rotation to support, per the business needs.
- Operate and assist in the troubleshooting/repair of systems which may include HVAC, RODI, compressed air, compressed gases, and vacuum systems.
- Participate in the performing, planning and management of:
 - maintenance of leased space infrastructure, HVAC and site utility systems
 - day-to-day facilities support to meet manufacturing activities.
 - cGMP facility environmental alarm monitoring, response, and troubleshooting
- Abide by operational procedures, training documents and maintenance procedures for various utility systems.
- Identify required technical data to specify, order, and inventory critical spare parts.
- Perform startup and shutdown of systems as required for the safe maintenance and repair.

- Work in collaborative team environment and interact with institutional partners: Engineering, EHS, Validation, Quality Assurance and Metrology.
- Perform preventative and corrective maintenance on manufacturing process equipment within a cleanroom environment.
- Execute work in qualified CMMS system.
- Complete and provide accurate documentation, pursuant to cGMP operations and its documentation practices.
- Complete mechanical walkdowns/rounds of critical site, utility, and process equipment that supports cGMP and laboratory operations.
- Other duties assigned will be required to meet business needs.
- Authoring and maintaining facility infrastructure and site system maintenance procedures.
- Reviewing applicable site systems engineering documentation: equipment lists, instrument lists, drawings, specifications, and submittals to ensure quality, accuracy, and completeness.
- Ensuring that facility operates in compliant manner, initiating deviations when events occur and implementing any resulting CAPAs.
- Identifying deficiencies during installation and commissioning and ensure correction in a timely manner.
- Assist in identifying maintenance & calibration requirements for existing and new equipment.
- Proficiency interpreting control schematics, loop diagrams, and PIDs. Highly proficient computer skills utilizing MS Office suite applications, Building Management Systems (JCI/Metasys), and Computerized Maintenance Management Systems (BMRAM).
- Assist the Commissioning and Qualification teams.

Minimum Requirements

- High school or trade school graduate
- Direct experience supporting manufacturing facilities and utility systems within an FDA/EMEA regulated environment
- Experience working in commercial biopharma operation in the facilities operations
- Understanding of HVAC, Electrical, and/or Plumbing systems for research facilities
- Experience with building automation (preferably Johnson Controls), asset management systems database (preferably Blue Mountain), security systems
- Knowledge of safety, cGMP, and environmental regulatory requirements
- Fundamental knowledge of cGMP equipment, utility, and cleanroom operations
- Experience with Metrology & Preventive Maintenance Programs and Automation Engineering a plus
- Must demonstrate attributes as a good contributor who understands how to participate in a team successfully as well as a hands-on and self-motivated individual.
- Dedicated team player who can withstand the high demands of a fast-paced environment:
 - Reliable, driven, and organized



- Attention to detail, high concern for standards, and results oriented
- Excellent written, organizational, and verbal communication skills.
- Able to multi-task effectively and proven ability to meet tight timelines
- Willing to be flexible and do whatever is needed to meet business needs.
- Comfortable working independently with minimal supervision
- Highly organized, results driven, problem solver, collaborator

EEO Statement:

iVexSol Inc., is an Equal Opportunity Employer who endeavors to create and maintain a diverse environment. We do not discriminate in recruiting, hiring, training, promotion or any other employment practice for reasons of race, color, religion, gender, national origin, age, sexual orientation, marital or veteran status, disability, or any other legally protected status.

Hiring Manager Matthew Gay, Director of Facilities

Closing Date: 04/30/2023

Please send CV and cover letter to: Careers@ivexsol.com