

Autism Speaks is becoming one of the fastest growing non-profits in the country, dedicated to funding global biomedical research into the causes, prevention, treatment and cure for autism. We are currently seeking a dynamic individual to join our expanding Science team as a Genetic Data Manager (AGRE) in **Los Angeles**.

GENETIC DATA MANAGER (AGRE) - LOS ANGELES

The Genetic Data Manager will ensure the security, quality and integrity of the genetic and biological datasets generated as part of the Autism Genetic Resource Exchange (AGRE) and promote and facilitate the use of these data by researchers.

Key Responsibilities will include:

- AGRE genotype data
- Manage entry and distribution of genotype data sets and provide reports/distribution statistics on existing data; Implement quality control procedures to ensure that data are complete, accurate, and meet stringent quality guidelines.
- Respond to analytical and technical requests
- Answer researcher queries regarding AGRE genotype data; provide advice regarding use of the samples and generate clean, analysis-ready data sets for investigators.
- Serve as the researcher liaison for AGRE on collaborations such as the Autism Genome Project (AGP), the Autism Centers for Excellent (ACE) Network, and other relevant partnerships.
- Lend genetic expertise to Autism Speaks staff
- Evaluate potential genetic collaborations, vendor systems, and inform broader informatics strategy. Write articles in newsletters and publications summarizing research; answer questions of staff/family members about current genetic research into autism. Assist with grant review of genetic and genomics and assist with writing grants involving AGRE genotype data.
- Attend conferences and meetings that pertain to genetics research
- Represent organization's bioinformatics interests and establish strategic collaborations.

REQUIREMENTS:

The successful candidate will possess an advanced degree (M.S., or equivalent) in genetics, molecular biology, or related field and a minimum of 5-7 years experience in the biomedical research setting with background in genetics. Research experience in psychiatric genetics preferred. A strong background in data management is required. In addition, the selected candidate will have the following:

- 3-5 years experience in data systems management and demonstrated experience working with biological and genetic data sets
- 3-5 years experience with two or more genetic data management and analysis platforms
- Experience working with centralized genetic data repositories (e.g. GEO, dbGaP, NIMH Genetics)
- 2-4 years experience in managing small and large scale genetic datasets
- Excellent analytic skills and problem-solving ability; excellent oral/written communication skills
- Additional skills and knowledge required:
 - Research expertise in the area of genetics and data base management
 - Ability to research and understand advances and trends in the domain of bioinformatics tools and platforms
 - Ability to plan and organize detailed projects with multiple tasks and deadlines
 - Extensive knowledge of federal and state regulations governing research with human subjects, including HIPAA requirements
 - Ability to establish and maintain effective working relationships with researchers, coordinators, government agencies, co-workers, and other groups
 - Knowledge of information technology and experience with PC-based platforms
 - Proficiency in MS Office: Excel, Powerpoint, Outlook and database management

Autism Speaks offers a competitive compensation and benefits package, and the opportunity to help create a brighter future for children with autism and their families. Selected candidate must be able to successfully pass a comprehensive background check consisting of credit, mortgage, civil/criminal, motor vehicle, education/salary verification and drugscreen. **Qualified applicants may email resumes with salary requirements to: careerseast@autismspeaks.org**
 Equal Opportunity Employer