OFFICE OF STUDENT FINANCIAL AID
UNIVERSITY of WASHINGTON
Division of Student Life

Work Study Job Description

Job Title	Assistant Project Coordinator
Organization Name	Adaptive Biotechnologies
Address	1551 Eastlake Ave E, Suite 200 Seattle, WA 98102
Pay Rate	$10 - $16
Employment Period	Summer, Academic Year
Hours Per Week	19 hrs/wk
Contact Supervisor	Cat Bertucci
Phone Number	206-659-0067
Email Address	careers@adaptivebiotech.com
Website	http://www.adaptivebiotech.com/
EIN	270907024

Nature of Organization

Adaptive Biotechnologies is a fast-paced biotech firm developing high throughput methods for in-depth analysis of the immune system in order to assess and improve cancer and autoimmune diagnoses and treatment.

Duties and Responsibilities

Adaptive Biotechnologies seeks an eager, outgoing student to obtain and enter metadata associated with groundbreaking research projects in the fields of oncology, autoimmunity and immunology. You will solicit existing clients via phone and email for information associated with their research samples, and will enter this information into an existing database via wizard or Excel.

Minimum Qualifications

The ideal candidate is outgoing and is able to clearly communicate both in writing and verbally with research scientists, MDs, technicians, and coworkers. Excellent organizational and record keeping skills are a must. Knowledge of Excel, Word, and basic biology required. Experience with databases a plus. Preference given to those with coursework in immunology or genetics.

Must have Washington State Work Study.

Educational Benefits

Scientific knowledge gained while working in this fast paced company may include: immunology, genomics, hem/onc immunology, database structures. You may also gain improved excel and communication skills.
How to Apply
Send resume and cover letter toCAREERS@ADAPTIVEBIOTECH.COM and reference AssistantProjectCoordinator

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Job Number: 70ADBI01 | 70% | Closed