BioCareer Pathway for **Research Assistant**

**Recent Graduates**
- Undergraduate degree
- College diploma or certificate

**Job Functions**
(You may be responsible for more than one)
- Provide administrative support in a research/science or technical environment.
- Review, edit and write scientific material (grant applications, scientific articles or presentations; standard operating procedures; tabulate formats, fact sheets, graphs and reports).
- Setting up and cleaning equipment, supplies and laboratory props; assist with maintaining, ordering and storing laboratory products; assisting with scheduling labs and booking rooms; office/lab security – distribution of keys; reconfiguring passwords, etc.

**Entry-level**
- Administrative Assistant

**2-5 Years**
- Research Assistant

**5-7 Years**
- Research Coordinator/Senior Research Assistant

**7 Years+**
- Laboratory Manager/Clinical Coordinator

**Career Change**
- Research Associate; Executive Assistant; Clinical Research Associate

Actual job titles may vary slightly between organizations. The BioCareer Pathways are meant as a guide for potential career paths. They have been developed through secondary research.

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