MICHELLE MOY

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SUMMARY

Highly-motivated employee, who has worked 15 years in the CRO industry, with desire to take on new challenges. Strong worth ethic, adaptability and exceptional interpersonal skills. Adept at working effectively unsupervised and quickly mastering new skills.

SKILLS

- Data Collection
- Data Entry
- Report Writing
- Project Management
- Planning and Scheduling
- Experiment Protocol Development
- SOP Development
- FDA GLP, EPA GLP, OECD, and ICH
- Microsoft Word, Excel, and Power Point
- CRO

EXPERIENCE

Research Scientist II, Charles River Laboratories, April 2022-Current
Skokie, IL

- Acts as study director or principal investigator in the direction and execution of assigned studies in compliance with GLP (FDA or EPA), ICH, and OECD regulations as they apply to the conduct of nonclinical research for AMES, in vitro assays (chromosomal aberration and micronucleus) in vivo micronucleus, HPRT, and MLA.
- Wrote, compiled and edited protocol and reports intended for IND submissions for drugs intended for human or animal use (for example oncology drugs and LNP)
- Participate in and coordinate all phases of the study planning process with appropriate departments in 100+ studies (protocol generation, reporting writing, report QC, and addressing client and internal audits)
- Function as contact for the planning and execution of sponsor interaction related to assigned studies, including proposal management, SOW generation, and study scheduling, conduct and reporting
- Assist in the oversight of the laboratory, mentor technical staff, and conducts staff training in areas such as protocol interpretation, method development and refinement, study-related problem resolution, and technique validation
- Attend scientific meetings, conferences, and training courses to enhance job and professional skills
- Provide technical training and scientific guidance to the research assistants
- Preforms duties as a laboratory cytogeneticist (in vitro and in vivo micronucleus assay and FISH analysis)
- Had direct face to face interactions with FDA auditors for study audit

Research Scientist 1, Charles River Laboratories, April 2017-April 2022
Skokie, IL

- Acts as study director or principal investigator for the AMES, Chromosomal Aberration, MLA, and In Vitro and In Vivo Micronucleus
- Participate in and coordinate all phases of the study planning process with appropriate departments
- Function as contact for the planning and execution of sponsor interaction related to assigned studies, including proposal management and study scheduling, conduct and reporting
- Assists clients in lead candidate selection (screening 100+ drugs in 3 different high throughput screens)
- Attend scientific meetings, conferences, and training courses to enhance job and professional skills
- Provide technical and scientific guidance to the research
- Preforms duties as a laboratory cytogeneticist (in vitro and in vivo micronucleus assay and FISH analysis
- Works to create new business lines for the department (such as researching and preforming method development and method validation for FISH analysis in TK6 cells and human peripheral blood lymphocytes)

Associate Research Scientist, Charles River Laboratories, May 2014-April 2017
Skokie, IL

- Responsible for the technical conduct of laboratory studies, as well as for the analysis, documentation, and reporting of results either as a Principal Investigator or Study Director
- Reviews and, if necessary, writes protocols, procedures, reports, and business proposals
- Assists in managing and tracking projects in the Genetic and In Vitro Toxicology Group to ensure that timelines are met and keeping clients informed of progress of individual projects
- Reviews project proposals for clients and potential clients
- Evaluates and improves existing processes and SOPs to ensure complete regulatory compliance
- Includes prior responsibilities of Scientist III

Scientist III, Principal Investigator, Charles River Laboratories, October 2011-May 2014
Skokie, IL

- Acts as principal investigator for in vivo micronucleus studies
- Includes prior responsibilities of Scientist II

Scientist II, WIL Research, July 2009-October 2011
Skokie, IL

- Independently performs laboratory analyses including the Ames assay, HPBL and TK6, chromosome aberration assay in HPBL or CHO cells, in vitro micronucleus assay in HPBL, TK6, or CHO cells, and in vivo micronucleus slide evaluation, and operates laboratory instruments including the flow cytometer (FC500 and FACS Canto), Coulter Counter, and the ProtoCol Colony Counter in collaboration with supervisor and/or Study Director/Principal Investigator
- Acts as Study Coordinator and takes responsibility for completion of raw data file and study

documentation in collaboration with Study Director/Principal Investigator
- Builds skills in troubleshooting and developing methods
- Maintained equipment and performed troubleshooting techniques to keep tools fully operational.
- Prepared lab for daily operations by stocking materials and equipment.
- Oversaw lab equipment stock and placed orders to expand inventory.
- Reviewed experimental data to catch potential lab errors and correct mistakes.
- Investigates and develops new technologies in order to strengthen the reputation and capabilities of the company (micronizes TK6 and HPBL Micronucleus assays to create high throughput screens for lead candidate selection)
- Cross trained in the immunoassay department to conduct cell based assays such as NAb and potency assay using HEK cells. Assisted in development of endocrine cytotox assay for REACH
- Developed and wrote technical documentation and SOPs for laboratory assay and laboratory equipment

Research Geneticist, Midwest BioResearch , August 2008-July 2009
Skokie, IL

- Provide scientific and technical support for chromosome aberration assays, HPBL and TK6 screens, and Ames assays as well as maintain equipment and appropriate activities in the laboratory
- Analyze in vivo micronucleus slides
- Reviews and/or performs routine and modified assay protocols and ensures that a study is conducted according to protocol specifications, SOPs, and other regulations
- Generates assay raw data, performs protocol calculations, and performs aseptic technique for assay dosing
- Reviews data and/or reports generated by other scientists within genetic toxicology for completeness and accuracy (QC)
- Collaborate with others in genetic and in vitro toxicology in order to provide technical and hands on resources to complete clients' requests
- Investigates and develops new technologies in order to strengthen the reputation and capabilities of the company (microAmes Assay)
- Ensures the laboratory is adequately supplied/or stocked to run assays. Manages supply ordering for reagents and laboratory supply. Makes media, agar, and other laboratory regents to run all assays
- Set up, calibrated and maintained laboratory equipment for requirements of study.
- Performed routine checks and preventative management on sensitive lab equipment to achieve consistent and high-performing functionality.
- Developed and wrote technical documentation for laboratory equipment

Organic and Inorganic Analytical Chemical Analyst, UOP, A Honeywell Company, August 2006-January 2007
Riverside, IL

- Hydrocarbon Analysis, via various Gas Chromatography instruments, to ensure viability of

catalysis
- Running hydrocarbon samples and analyzing tests results via Total Chrom Software
- Monitoring several instrument and carrier gas cylinders
- Running quality assessment samples to ensure the instrumentation viability
- Work with Gas Chromatography, Liquid-Gas Chromatography, Simulated Distillation, High Temperature Simulated Distillation, DHA
- Using LIMS to login samples and transmit analysis results to appropriate personnel.
- Verified functionality and accurate calibration of laboratory equipment, spectrometers and chromatographs.
- Interacted with other departments and appropriate stakeholders to discuss product formulation analysis results.

EDUCATION AND TRAINING

BS, Bachelors of Science
Molecular Cellular Biology, University of Illinois, Urbana-Champaign January 2008