



American Society for
Biochemistry and Molecular Biology
6120 Executive Blvd., Suite 400
Rockville, Maryland
20852-4905

Position Title: Data Integrity Analyst
Department: Publications
Reports to: Publications Director
Status: Full time (37.5 hours/week), Exempt
Date: August 7, 2023

The American Society for Biochemistry and Molecular Biology (ASBMB) is seeking a **Data Integrity Analyst** to support the editorial and data integrity team in resolving any allegations of misconduct in ASBMB publications in accordance with the Society's publishing and ethics policies.

Responsibilities:

- Ensure that procedures follow ASBMB policies consistently.
- Make recommendations for additional policies or changes to existing policies for managing manuscript issues consistently.
- Review and recommend updates for journal publication policies, as necessary.
- Oversee all correspondence between authors, the ASBMB and, on occasion, authors' institutions to facilitate accurate, timely resolution of cases.
- Follow up with unresponsive authors in a timely fashion.
- Monitor and maintain case files and case statistics.
- Write and/or help authors write corrections and withdrawals.
- Review manuscripts that may breach ASBMB's ethics policies.
- Provide initial review to determine if allegations merit further investigation.
- Analyze figures for identification of inappropriate manipulations.
- Review materials resubmitted by authors in response to investigations and advise leadership on their accuracy.
- Inform and participate in recommendations for cases resolution.
- Stay up to date on the best practices of publication ethics and publishing standards within the scientific community.
- Other tasks as necessary related to ensuring compliance with ASBMB policies.
- Other duties as assigned.

Positions may be reassigned, and responsibilities may be modified or changed at any time to fulfill organizational requirements.

Skills and qualifications:

- Bachelor's Degree in the biological sciences plus graduate-level courses in biological sciences. Ph.D. in Life Sciences preferred but not required.
- Familiarity with a range of biomedical techniques, including those that generate images, such as Western blot and microscopy.
- Familiarity with the peer-review process and with publication ethics concepts.
- Excellent organizational, writing, interpersonal and oral communication skills.

- Excellent computer skills: ability to learn new applications quickly especially focused on image forensics.
- Requires three days/week in-office work with other two days remote.

Benefits

This is a full time, exempt position. ASBMB offers exceptional benefits including professional development opportunities, 403-B retirement, Paid holidays, annual and sick leave, medical, dental and vision insurance, life insurance, short- and long-term disability, and free on-site parking are offered.

Location

This position is located in Rockville, Maryland and within walking distance of the Metro and on major bus lines. Currently all staff are required to work in the office 3 days per week and work remotely 2 days per week.

How to Apply:

For more information and to apply, visit <http://www.faseb.org/employment>. Please **send a cover letter including salary requirements with your resume.**

Individuals with disabilities:

If you need an accommodation to complete the application process, please contact FASEB's Human Resources Department at resumes@faseb.org

To learn more about ASBMB, please visit www.asbmb.org.

ASBMB is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.