**Marco Vargas**

978-677-8071 | marcovargas126@gmail.com | Lowell, MA

[www.linkedin.com/in/m-vargas](http://www.linkedin.com/in/m-vargas-1822a9361)

**Profile**

Recent graduate of Bioversity’s Biotech Career Foundations Program at UMass Lowell, transitioning into biotech after nearly a decade in human services. Seeking to apply new technical training and a strong background in management and operations to a lab operations role.

**Relevant Technical Training**

* Safe operation of an autoclave, and gas cylinders
* Lab safety, SOPs, and proper use of PPE & sanitation of lab equipment
* ThermoFisher Scientifics Cell Culture Virtual Lab
* Familiarity with NFPA and GHS ratings
* Cataloging and inventory management
* Pipetting and micro pipetting
* Microsoft Office (Excel, Word, Teams, PowerPoint)

**Professional and Transferable Skills**

* Strong communication skills to foster positive and productive work environments
* Flexible and solution focused to maintain productivity and team morale
* Collecting data to promote data-informed decisions and strategies
* Proactive, Self-motivated, and can work independently

**Education**

**Bioversity | Biotech Career Foundations** June 2025

Certificate of Completion

**Middlesex Community College**  June 2012

General Educational Development (GED)

**Experience**

**The NEEDS Center (North East Educational and Development Support)**

*Assistant Program Coordinator* | *Tewksbury, MA* February 2016 - Current

* Collaborate with the Program Coordinator to manage daily operations for a residential program, successfully supporting a team of eight staff members to ensure smooth and consistent program delivery.
* Train and mentor staff, modeling best practices in client programming and professional conduct contributing to improved service quality and staff development.
* Streamline daily operations by creating clear task lists and delegating responsibilities effectively, increasing team efficiency and accountability.
* Maintain open communication with guardians, staff, and upper management, aligning program goals, resolving issues proactively, and strengthening team collaboration.
* Accurately document client data in Therapy software and create detailed progress notes, enhancing staff coordination and supporting external reporting needs.

**Certifications**

* First Aid, CPR, Medication Administration Program (MAP)

**Languages Spoken**

* Fluent in English, conversational Spanish