



Alta Resource Technologies, Inc.

Facilities Operations Manager

Location: Boulder, CO

Reports To: Senior Leadership

About Us

Alta is reinventing how the world sources critical minerals — using protein-based chemistry to extract rare earth elements and other essential materials from challenging feedstocks with unmatched selectivity. By dramatically reducing the cost and environmental impact of mineral separation, Alta is making it possible to unlock new sources of supply for 21st-century technologies. As global demand accelerates, securing these materials has become one of the most urgent challenges facing U.S. competitiveness and national security. Backed by top investors and government partners, Alta is growing fast and hiring mission-driven scientists and engineers to help us scale our platform and transform the future of mining.

Role Summary

Alta is seeking a talented **Facilities Operations Manager** to join our growing **Operations team**. This role will support the daily execution and long-term strategy of facility operations, which are critical to Alta's mission of building next-generation biotechnologies for critical mineral separation. The Facilities Operations Manager will be responsible for ensuring that our laboratories, demonstration scale, office infrastructure, and building operations run safely, efficiently, and in alignment with company goals, and will be a key contributor to Alta's innovation pipeline.

A successful candidate will bring hands-on experience in laboratory and facilities operations, along with a strong desire to collaborate across disciplines including chemistry, biology, and engineering. This role requires full-time, on-site presence at our Boulder facility and may occasionally involve off-hours work to support critical operational needs.

Key Responsibilities

Operational Excellence

- Lead day-to-day laboratory & facility operations with a focus on safety, efficiency, and compliance.
- Implement and refine SOPs, safety training, and documentation systems
- Oversee scheduling, calibration, and preventive maintenance for shared and specialized equipment.

Facility Operations and Lab Supply Chain Management

- Manage day-to-day procurement for lab supplies and equipment, ensuring accurate inventory levels based on usage and forecasted needs.
- Track budgets, usage data, and operational KPIs to optimize lab purchasing and prevent stockouts or overstocking.
- Collaborate with the technology and finance teams to align on vendor selection, order placement, and delivery coordination.
- Manage third party vendors supporting routine facility operations including, but not limited to, PPE supply/laundrying, trash/recycling, IT systems, hazardous waste disposal, building access/control, etc.

Infrastructure and Space Planning

- Ensure reliability of laboratory, demonstration scale suite, office, and IT/server room infrastructure.
- Direct space planning, construction projects, and building access control systems.
- Anticipate and mitigate risks to maintain uninterrupted technical and business operations.

Compliance and Risk Mitigation

- Lead Environmental, Health, and Safety (EHS) programs ensuring a safe workplace for all team members
- Maintain organizational readiness for audits, inspections, and regulatory requirements.
- Lead risk assessment and mitigation strategies across laboratory and business functions.
- Standardize operational policies to ensure consistent compliance.

Leadership and Team Development

- Mentor, hire, and develop operations staff to support team growth and succession planning.
- Align operations strategy with company goals, enabling readiness for new programs and expansions.
- Foster a collaborative culture across operations, science, and business functions.

Minimum Requirements:

- BS/BA in a relevant field with **6+ years** experience in laboratory, facilities, or operations management.
- Proven ability to design, standardize, and scale operational systems
- Demonstrated success managing laboratory or facility operations, including lab supplies procurement, safety, and equipment maintenance.
Strong organizational skills with the ability to manage multiple priorities in a dynamic environment.
- Experience with EHS, chemical safety, and compliance/audit readiness.
- Excellent communication and vendor negotiation skills.

Preferred Qualifications:

- BS/MS in a relevant field; and professional certifications (e.g., PMP, LEED, Six Sigma) strongly preferred.
- **10+ years of progressive experience** in laboratory, facilities, or operations management, including **5+ years in leadership roles**.
- Track record of leading cross-functional initiatives, long-term vendor partnerships, and CapEx planning.
- Experience building and mentoring operations teams, including succession planning and organizational development.

Compensation & Benefits

The starting pay range for this position is \$125,000-\$212,000, commensurate with educational background and work experience.

Benefits include:

- 401(K)
- Medical, Dental, Vision plans (or equivalent)
- Flexible Time Off
- Paid Parental Leave
- Paid Sick Leave
- Company Holidays

EOE

At Alta, we are committed to diversity and inclusion. As an equal opportunity employer, all qualified candidates will be considered for employment without regard to race, color, creed, religion, age, sex or gender (including pregnancy, childbirth, lactation and related medical conditions), gender identity or gender expression, sexual orientation, marital status, national origin, ancestry, citizenship status, military service or veteran status, physical or mental disability, or any other legally protected characteristic. Alta participates in e-Verify for all positions.

If you have a disability or special need that requires accommodation at any point in the hiring process, please let your recruiter know.

How to Apply

To apply, please email your resume and a cover letter (see below) to talent@altatech.io. Include your name and the job title in the subject line (i.e., [Your Name] – [Job Title]).

All applications **must include** a one-page cover letter. The cover letter should clearly state your interest in the position and our company, outline 2–3 specific skills or accomplishments relevant to the role, and demonstrate how your experience aligns with our mission and technology platform. We expect concrete examples that illustrate measurable impact and collaborative problem-solving in technology development. Applications submitted without a cover letter will not be considered.