



Job Title: Chemist I

FLSA Status: Non-Exempt

EEO Category: Professional

Management Level Position: Yes No

Reports to: Manufacturing Supervisor

Department or Division: Manufacturing

Job Description Effective Date: 11/01/2021

POSITION DESCRIPTION:

A Chemist I conducts chemical analysis using ICP (inductively coupled plasma) equipment, and reports results in a manufacturing environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Completes analysis of customer-provided metals and records related reports.
- Uses analytical laboratory techniques to prepare samples using acid dissolution.
- Adheres to work instructions to properly operate equipment as needed.
- Creates periodic reports for management.
- Creates, implements and maintains analytical standards.
- Follows Standard Operating Procedures (SOP) and establishes open communication with supervisor and manager.
- Ensures that all company safety rules are followed and enforced.
- Ensures proper set up, operation and maintenance of ICP and other equipment.
- Maintains appropriate inventory levels of raw materials used in the refining and chemistry processes.
- Makes recommendations to management for continuous improvement.
- Other duties as assigned

EXPERIENCE & QUALIFICATIONS:

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- Bachelor of Science degree with chemistry focus required.
- **Two** plus years of experience with instrumental analysis preferred.
- Inorganic, analytical and general chemistry coursework required or a combination of education and related work experience.
- AA and/or ICP experience preferred
- Experience in all aspects of analysis and acid dissolution sample preparation preferred.
- Familiarity with general chemistry glassware standard techniques and volume transfers.
- Computer experience including Microsoft Excel and Word.
- Ability to work in a team environment.
- Ability to follow instructions and readily accept additional responsibilities.
- Attention to detail and quality focused.
- Passionate about industry and desire to contribute where needed.
- Schedule adherence and dependability.
- Ability to meet tight deadlines and meet production goals.
- Ability to follow detailed directions in a manufacturing Good Manufacturing Practices (GMP) environment is required.
- Ability to learn technical concepts by reading work instructions and standard operating procedures, and completing on-the-job training.
- Knowledge of cGMP regulations ISO 13485, 21CFR Part 820, CMDR SOR/98-282, 93/42/EEC, RDC 16 2013, MHLW MO 169 and TG(MD)R Sch3 preferred.

Personal Protective Equipment Required **Yes** **No**
If Yes Describe: Eye Protection

PHYSICAL REQUIREMENTS, ENVIRONMENT & WORKING CONDITIONS			
Description	Regularly	Frequently	Occasionally
Sitting	X		
Standing	X		
Walking		X	
Climbing/Balancing			
Reaching-with arms & hands		X	
Stooping/Kneeling/Crouching/Crawling			
Talking	X		
Hearing	X		
Feeling/Touching	X		
Vision-Close, Peripheral, Depth, Ability to Adjust Focus	X		
Light to moderate lifting (50lbs or less)			X

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Moderate to Heavy Lifting (more than 50lbs)			
Travel Required			

Environment & Working Conditions	Applicable
Loud noise level	X
Overtime	X
Working in a factory environment	X
Ability to work in a confined area	
Ability to sit at a computer for an extended period of time	X
Exposure to airborne powder (non-toxic)	
Work near moving mechanical parts	X
Ability to sit and work on one machine for an extended period of time	X
Ability to stand for an extended Period of Time	X

The intent of this job description is to provide a representative and level of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the total of the specific duties and responsibilities of any particular position. An employee may be directed to perform job-related tasks other than those specifically present in this description.

Change History

Version	Date of Change	Change Description
1	10/18/2018	Initial Release
2	10/1/2019	Header and Footer, removed signature line, JD effective date

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