



MGC Pure Chemicals America, Inc.

Date Created: 03.14.2018
Job Title: R&D Laboratory Technician
Reports to: HRD Manager
Schedule: Day Shift: 8am-5pm

Overview

Assist HRD Manager with day to day operations that include purchasing raw materials, coordinate shipping requirements for products, coordinate label creation and perform analytical measurements on a SEM. Responsibilities will include reviewing and updating the lab quality control processes, reviewing and analyzing the results of tests to improve quality level, working with internal and external customers and vendors to resolve problems.

Job Duties and Responsibilities

- Place purchase orders, track incoming shipments to ensure timely receipts for supporting the facility.
- Experience with GC/MS, GC, HPLC, IC, SEM and TEM preferred, but not necessary.
- Identify and anticipate environmental, health, safety concerns / hazards and implement solutions.
- Ensures compliance with department/company policies and procedures and applicable laws, rules, and regulations.
- Ability to respond quickly and prioritize activities to meet a changing production schedule.
- Maintain, clean, and prep laboratory instruments or equipment.
- Provide and maintain a safe work environment by participating in safety programs, committees, or teams and by conducting laboratory or plant safety audits.
- Conduct chemical laboratory tests on various pieces of analytical instrumentations.
- Prep various containers and reagents to support chemist and engineers.
- Order and inventory materials to maintain supplies.
- Prepare chemical solutions for proper labelling and shipping for all regulations.
- Provide support or assistance to HRD Manager.
- Compile results of tests and analyses.
- Develop or conduct programs to maintain quality standards of raw materials, chemical intermediates, or products.
- Performs other duties as assigned.

Qualifications, Knowledge and Experience

- Excellent verbal and written skills.
- Proficient on Microsoft Office Products.
- Good understanding of Environmental, Health and Safety guidelines

Education, Experience and Certifications

- Associates degree in Chemistry or related science or equivalent.
- Three (3+) plus years of experience working in a laboratory within the chemical manufacturing industry.

We offer an outstanding benefits package which includes: 90% employer paid medical, 100% employer paid dental, vision, LTD, STD, Life Insurance and a matching 401k plan. Ten vacation days, five sick days, and sixteen paid holidays annually.

We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, and basis of disability or any other federal, state or local protected class.