



Title: R&D Lab Technician
Reports to: Group Leader
Exempt Status: Non-Exempt

Summary:

Research and Development Technician works under the supervision of the Group Leader, and is responsible for performing laboratory activities in support of on-going R&D projects and manufacturing support.

Primary Duties:

- Follow detailed instructions to make and analyze batches
- Write reports to summarize and draw valid conclusions from lab work
- Support sales by making samples
- Maintain lab notebook with excellent documentation of all work, results, and project development

Non-Essential Duties:

- Abide by all laboratory rules and regulations
- Learn, use, and actively support the Company's Quality Management System (QMS)
- Maintain a clean and safe work environment
- Perform miscellaneous duties as requested by supervisor

Experience:

- 3-5 years of relevant laboratory experience is preferred
- Working knowledge of limited analytical instruments and methods
- Knowledge and understanding of laboratory and manufacturing safety as it relates to the raw materials and processes applicable to the assigned group
- Investigative initiative and ability to analyze complex data and other facts to draw valid conclusions
- Proficient with QT9, Batchmaster, IFS, and other relevant software