



## **Quality Control - Lab Technician**

**Reports To:** Director of Product Quality, Compliance and Development

**Scope:** Under the supervision of the Director of Product Quality, Compliance and Development the Lab Technician is responsible for all assigned batched product and raw material analysis. Specifically, the Lab Technician is responsible for: Analyzing product/raw material for the parameters listed on the Batch Control Record/Raw Material Specifications; Documenting the data collected from the Test Methods performed; Communicating results from analysis to the Quality Supervisor and Batching personnel; Releasing acceptable batched product to production and acceptable raw material to inventory; Placing non-conforming batched product and raw material on hold for further disposition by the Quality Manager.

### **Essential Duties: Analysis Activities**

- Verification of records used in performing analysis
- Visual Inspection
- Analytical Test Methods

### **Documentation**

- Sign off on appropriate records
- Data entry of collected data
- Documentation of analytical results
- Documentation of retain samples in appropriate log books
- Documentation of Hold Status on Hold form for non-conforming product

### **Communication**

- Interpretation of Data results from analysis
- Communication of results collected to Batching, Production and Quality team
- Communication of Non-conforming product to Batching Supervisor, Quality Supervisor, Quality Manager and Director of Research and Development

### **Tools and Equipment**

- Balances Viscometer
- FTIR Spectrometer
- HPLC
- pH Meter
- Refractometers
- Titration Burets
- Computer
- SPC software
- Colorimeter

- Various other analytical equipment

**Materials Exposed To:** Various chemicals used in the products manufacture-these chemicals are too numerous to list, information for each chemical SDS is available for review.

**Job Context :** The Lab Technician will spend the majority of the time performing the various analytical duties required in a laboratory setting, documenting, and communicating the results to the appropriate personnel. The workday is spent in the laboratory environment that is climate controlled. The lab tech will interact with a number of batching, quality and production team members while performing their duties. The physical demands are minimal. The stress is moderate.

**Requirements & Qualifications:**

- Minimum Associates Degree in Chemistry, Quality or related field
- Pay close attention to detail and follow instructions closely
  - Maintain neat and accurate records of documentation
  - Communicate in a professional and mature manner
  - Be able to complete Quality Documents and Reports
  - Have basic computer skills
  - Have a basic knowledge of math
  - Understand Analytical Test Methods
  - Be able to interpret results
  - Learn additional statistical functions
  - Be able to organize and maintain product sample retains
    - assume any other responsibilities that are delegated to me on a short-term or long-term basis in order to support corporate initiative.

Interested candidates please apply online at [www.canberracorp.com/careers](http://www.canberracorp.com/careers)