



**Job Title:** Chemist II

**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

<b>POSITION DESCRIPTION:</b>
A Chemist II conducts chemical analysis using ICP (inductively coupled plasma) equipment, and reports results in a manufacturing environment.
<b>ESSENTIAL DUTIES AND RESPONSIBILITIES:</b>
<ul style="list-style-type: none"><li>• Completes analysis of customer-provided metals and records related reports.</li><li>• Uses analytical laboratory techniques to prepare samples using acid dissolution.</li><li>• Adheres to work instructions to properly operate equipment as needed.</li><li>• Creates periodic reports for management.</li><li>• Creates, implements and maintains analytical standards.</li><li>• Follows Standard Operating Procedures (SOP) and establishes open communication with supervisor and manager.</li><li>• Ensures that all company safety rules are followed and enforced.</li><li>• Ensures proper set up, operation and maintenance of ICP and other equipment.</li><li>• Maintains appropriate inventory levels of raw materials used in the refining and chemistry processes.</li><li>• Makes recommendations to management for continuous improvement.</li><li>• Other duties as assigned</li></ul>
<b>EXPERIENCE &amp; QUALIFICATIONS:</b>
<ul style="list-style-type: none"><li>• Bachelor of Science degree with chemistry focus required.</li><li>• <b>Four</b> plus years of experience with instrumental analysis required.</li><li>• Inorganic, analytical and general chemistry coursework required or a combination of education and related work experience.</li><li>• AA and/or ICP experience preferred</li><li>• Experience in all aspects of analysis and acid dissolution sample preparation.</li><li>• Familiarity with general chemistry glassware standard techniques and volume transfers.</li><li>• Computer experience including Microsoft Excel and Word.</li><li>• Ability to work in a team environment.</li><li>• Ability to follow instructions and readily accept additional responsibilities.</li><li>• Attention to detail and quality focused.</li><li>• Passionate about industry and desire to contribute where needed.</li><li>• Schedule adherence and dependability.</li><li>• Ability to meet tight deadlines and production goals.</li></ul>

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- Ability to follow detailed directions in a manufacturing Good Manufacturing Practices (GMP) environment 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
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.

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### 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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