



Title: Analytical Chemist
Employment Type: Temporary Position

Job Summary:

Responsible for developing new test methods, specifications, and procedures based on customer and internal requirements.

Essential Duties & Responsibilities (may vary depending on assigned level):

Base Level

- Conduct qualitative and quantitative chemical analyses or chemical experiments in laboratories for quality assurance, process control improvements, test method development, and product development initiatives.
- Gain mastery of all required analytical / instrumental test methods, and identify undefined needs of analytical department
- Develop and improve all analytical instruments, equipment, and analytical methods. Calibration, maintenance, operation of analytical instrumentation and test methods
- Compile and analyze test information to determine process or equipment operating efficiency and to diagnose malfunctions. Maintain Laboratory notebooks and document all laboratory activities.
- Study effects of various methods of processing on composition and properties of raw materials and finished products.
- Prepare test solutions, compounds, and reagents for laboratory personnel to conduct tests.
- Sample preparation and general laboratory upkeep including inventory of analytical consumables/supplies

Senior level

- Analyze organic and inorganic compounds to determine chemical and physical properties, composition, structure, relationships, and reactions, utilizing chromatography, spectroscopy (GC/MSD), and spectrophotometry techniques.
- Confer with scientists and engineers to conduct analyses of research projects, interpret test results, and develop nonstandard tests.
- Instruct and advise personnel in test procedures for analyzing components and physical properties of materials.
- Support related Analytical/R&D/QA initiatives and projects



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- Assist in defining / updating product specifications for product release. Transfer new test methods/products/specifications to production and QA personnel

Principal Level

- Write technical papers and reports; prepare standards and specifications for processes, facilities, products, and tests.

Education Requirements:

- Master's degree preferred. Bachelor's degree in related technical field required.

Minimum Experience, Knowledge, Skills, and Ability Requirements:

- Analytical Chemist:
 - Three (3) years of related chemistry experience.
 - Good project management experience. Proficient with MS Office: Word, Excel, PowerPoint, and Access. Good organizational skills. Ability to solve problems. Ability to operate laboratory and production equipment. Ability to communicate professionally with people at all levels of the organization.
- Senior Analytical Chemist:
 - Seven (7) years of related chemistry experience.
 - Excellent project management experience. Excellent computer skills. Excellent organizational skills. Ability to solve complex problems. Ability to operate more complex laboratory and production equipment. Ability to communicate professionally with people at all levels of the organization.
- Principal Analytical Chemist:
 - Ten (10) years of related chemistry experience.
 - Thorough knowledge of project management. Excellent ability to organize and solve the most complex problems. Ability to operate the most complex laboratory and production equipment. Ability to communicate professionally with people at all levels of the organization.

Required for all levels

- Migration analysis by GCMS
- Wet chemical preparation/extraction
- Ppb level determination
- Needs strong analytical chemistry background

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