

Analyst I

Background/Purpose:

The individual performs routine and non-routine sample preparations and prescriptive analyses following the direction of more senior Analysts and/or Project Managers. Individuals in this position may also be called upon to help develop new methods and validate existing or new methods. They will be expected to have already developed a high level of expertise in 1-2 of ARC's analytical platforms (IC and/or HPLC). Individuals in this position will communicate primarily internally but may send requested reports and results of data testing directly to customers at the customer request and with prior internal approval. They will also assist in internal review of data and reports. The position reports to the Laboratory Manager.

Primary Responsibilities/Accountabilities:

- Perform analytical on IC
- Perform analytical on HPLC
- Perform extractions as requested by Project Managers for Extractable & Leachable or Migration studies

Secondary Responsibilities/Accountabilities:

- Maintain laboratory work areas in an orderly fashion
- Perform routine testing, that they are qualified to perform, as requested
- Assist more senior analysts in developing new methods and/or optimizing existing methods
- Prepare samples for testing following written or verbal instructions
- Serve as internal ISO auditor if trained and requested by Laboratory Manager and follow ISO 17025 quality procedures
- Provide internal review of testing data and reports if qualified and requested
- Fax or Email results of testing to customers after internal review and approval
- Follow all ISO 17025 procedures and quality systems

Job Requirements:

- S. degree in chemistry.
- Attention to details
- Willingness to cooperate with fellow associates and to learn new techniques
- Functional in Excel and Word
- Able to do basic mathematical manipulations such as algebra and basic geometry

Technical Knowledge

- Basic wet chemistry techniques such as titrations, pH and conductivity measurement
- Basic understanding of fundamental science behind analytical techniques
- Experience with instrumental analyses and the maintenance of some analytical equipment

Communication

- Effective listener/learner
- Effective one on one and in internal groups
- Able to prepare and present analytical findings in either report or platform presentation styles
- Seeks out assistance from more senior analysts in order to further skill sets

Job Type: Full-time

Salary: \$19.00 /hour

Work authorization:

- United States (Required)