

	Position: Laboratory & Research Technician Reports To: Associate Chemist or higher
Date Revised: 03/31/2021	Location: Multiple

JOB SUMMARY: Performs standardized laboratory tests and non-routine experiments with minimal supervision to support quality control, process control, product and process development, and basic research.

ESSENTIAL FUNCTIONS:

1. Perform laboratory tests according to prescribed procedures to determine chemical and physical characteristics of materials for such purposes as quality control, process control, product and process development, and/or basic research.
2. Set up, calibrate, and operate laboratory equipment and instruments.
3. Record test results on standardized forms and maintain standard laboratory notebook according to company intellectual property procedures.
4. Assist with or perform research experiments for product and process development.
5. Maintain a clean and safe workspace including laboratory benches, hoods, and equipment.
6. Prepare chemical solutions according to standard formulas.
7. Write test reports describing procedures used and test results.
8. Prepare scientific graphs and charts of test data.
9. Serve on laboratory committees, such as the safety or chemical hygiene committee.
10. Perform all duties according to safe laboratory practices.
11. Perform other tasks as assigned or required.

JOB QUALIFICATIONS:

1. B.S., Master's or Ph.D. degree in Chemistry or Chemical Engineering required.
2. Ability to communicate effectively.
3. Capable of prioritizing tasks to meet goals while ensuring quality work product.
4. Excellent organizational skills.

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