

**Position:** Analytical Chemistry Laboratory Technician  
**Location:** Little Falls, MN  
**Date of Post:** April 2019

#### Company overview

Green Biologics is a bio-based specialty chemicals company focused on uniting microbiology and chemistry to create breakthrough sustainable ingredients used to produce high-performing consumer goods and industrial products. Our manufacturing facility for production of our renewable n-butanol and acetone is in Little Falls, MN. We also have labs in Richmond, VA (applications and product development) and the United Kingdom (Headquarters and microbiology/R&D); as well as a sales/marketing hub focused on commercial development in Medina, OH.

#### Job description

The Analytical Chemistry Lab Technician performs Quality Control and Quality Assurance roles in a production process. This position works on a rotating shift schedule

#### Key roles and responsibilities

- Laboratory Work
  - Sets up and monitors lab activities.
  - Works assigned 12-hour swing shift including weekends and holidays. Will be required to work overtime.
  - Performs laboratory tests in order to produce reliable and precise data to support product creation.
  - Secures samples of product in the lab and tests regularly to ensure compliance as listed in production specifications.
  - Accurately measures each component and documents on required template.
  - Monitors all product during shift and suggests adjustments to Operations personnel accordingly.
  - Designates when product is ready for shipment.
  - Enters results into computer database and makes Certificates of Analysis.
  - Must follow written Standard Operating Procedures.
- Safety and Maintenance
  - Ensures lab is up to code and mandated standards.
  - Constructs, maintains and operates standard laboratory equipment.
  - Tests lab equipment to ensure all is functioning properly.
  - Troubleshoots lab equipment when able.
  - Writes up trouble/maintenance tickets as appropriate.
  - Keeps lab secure, safe, and clean.
  - Answers technical questions about production and purity of bio-butanol and bio-acetone.
  - Ensures the Laboratory is well stocked and resourced.
  - Adheres and abides by all safety checks and regulations.

Essential Qualifications

- High School Diploma or equivalent;
- Preferred: 2 or 4 year degree in Chemistry, Applied Science, Microbiology, Analytical Chemistry or related field.
- Ability to use computers, Microsoft Office and willing to learn specialty software for HPLC and GC.
- Analytical, communication and interpersonal skills.
- Critical thinking, trouble shooting and mathematical skills.
- Must be organized and very detailed oriented.
- Able to read Standard Operating Procedures and ASTM Methods and process instructions/information.
- Ability to lift 50 pounds. May need to crouch, crawl, climb a ladder or walk upstairs for sample collection.
- Work environment may be hot, cold, loud, humid or slippery and involve toxic or caustic chemicals.

Desired Skills

- Previous Quality Assurance/Quality Control experience.
- Hands on use of HPLC or GC including operation and maintenance.

