



Job Description

R&D Chemist

Job Title	R&D Chemist [V3]
Department	Research and Development
Reporting to	R&D Lab Manager
Responsible for	N/A
Location	Standish Site
Hours of Work	Subject to Contract
Contract	Permanent [6 Month probation period]

Job purpose The main purpose of the R&D Chemist is the day to day batch manufacture required during lab scale development of new products.

This role also includes any other aspects of project development which need to be completed in a timely and professional manner and in a way that reflects well on the professionalism of the company.

Any other reasonable task requested by the Directors would also be included in the responsibilities.

Responsibilities

- Undertake experimental work in accordance with the R&D Manual
- Record all process information regularly and clearly to allow review and generation of commercial process instructions
- Preparation of laboratory samples
- Testing and evaluation of Raw Materials
- Testing and evaluation of competitors products
- Calibration of equipment
- Provide suitable data for transfer purposes
- Support QA issues in relation to Rework / Complaints / Incidents / Rejects
- Record work and generate reports as requested
- Prepare samples for dispatch
- Regular project reviews with Laboratory Manager
- Provide support for Production and QC departments
- Support and train new staff in all procedures including all of the above
- Immediately report any incident which the management need to address using the appropriate reporting systems in place
- Ensure that all duties/activities associated within quality control department are carried out in compliance to Health, Safety, Environment and Quality management systems



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Skills / Knowledge / Experience	Essential	Desirable
Ability to follow chemistry testing techniques	X	
Experience working in a busy industrial lab	X	
Practical hands on attitude	X	
Strong verbal and written communication skills	X	
Willingness to comply with safety and quality regulations, including wearing and maintaining PPE	X	
A desire to work with team members to improve processes and product quality	X	
Flexible approach to working	X	
Excellent attention to detail including housekeeping	X	
Calibration	X	
Good IT skills, Microsoft Word, Excel, ERP systems	X	
Troubleshooting issues with Lab equipment and processes		X
Good understanding of sampling and product testing		X
Experience of working in a chemical / process type industry [COMAH site experience would be advantageous]		X
Familiar with management systems [9001, 14001 & 45001]		X
Understanding of chemical processes		X

Qualifications	Essential	Desirable
BTEC / HNC in Chemistry (or equivalent Level 4 qualification in chemistry)	X	
Educated to Degree level in relevant subject		X
IOSH Managing Safely		X
First Aid training		X
Internal Auditor		X