



Inorganic/Analytical Hands-On ICP Assistant Manager

Ancaster, Ontario Location

Responsibilities:

May include some or all of the following; or any other tasks assigned directly or indirectly by the ICP/Chemistry Dept. Technical Manager.

- 1) Compliance with ALL safety procedures including MSDS review for all chemicals used
- 2) Organization of work orders and scheduling work according to priority on a daily basis for all currently active shifts, day shift, afternoon shift, and night shift
- 3) Daily Supervision of Technicians in the ICP/Chemistry Dept
- 4) Management of department in absence of Technical Manager
- 5) Knowledge and skill in instrumental analysis and maintenance for all instrumentation in the ICP/Chemistry Dept., according to Quality Control Procedures (QCP)
- 6) Perform procedures in the absence of a technician, or in the case of insufficient staffing
- 7) Management of waste disposal to meet municipal requirements

Skills:

- B.Sc. inorganic/analytical chemistry
- Over 3 years working experience as a chemistry supervisor
- Training experience as a chemistry supervisor
- Ability to multitask and to meet deadlines
- Demonstrate strong organizational skills and displays initiative
- Motivated and dynamic
- Works well under pressure
- Candidate must possess excellent verbal and written communication skills in English
- Knowledge of good laboratory practices and good management practices
- Ability to work well independently and with others
- Ensures full compliance with the company's Health & Safety and Professional Conduct Policies

Additional Information

Actlabs offers a comprehensive benefit program. Salary to commensurate with experience.

Please submit resume and cover letter to felyce@actlabs.com along with your salary expectations.
No Phone Calls Please.

ACTIVATION LABORATORIES LTD

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