

Mission

To provide competitive, independent, investigative research and product development in: crop production; crop protection; food quality; environmental preservation, product stewardship, genetics and seeds.

Essential Duties and Responsibilities

- Support analytical studies which determine the concentration of analytes in a variety of biological matrices (i.e., plant and animal tissues), environmental matrices (i.e., soils waters, and air), as well as other materials to monitor potential human exposures.
- Perform more complex laboratory tasks (e.g., sample extractions, standard preparations, data processing, training individuals in use of equipment in the sample processing area, etc.) with minimum supervision.
- Comply with Good Laboratory Practices (GLP), study protocols, company SOP's as applicable to the assignments.
- Provide technical support for sample handling and processing; extraction and preparation; and maintain cleanliness.
- Process data and assist with basic preparation of reports having minimal complexity, with supervisory review and edits. Ability to Quality Control (QC) numerical data.
- Maintain accurate and complete data files.
- Complete daily logs and equipment notebooks as required.
- Clean glassware appropriately and store in organized fashion.
- Maintain and operate standard lab equipment (e.g., homogenizers, centrifuges, pipettes, balances, and pH meters) and, as trained, more sophisticated instrumentation including analytical instrumentation.
- May prepare chemical standards and ready samples for extraction and analysis.
- May provide clients with information regarding sample management.
- Schedule is determined based on business needs which may include week-ends and/or Holidays.
- Perform other duties as assigned by Team Lead or designee.

SynTech Research Key Expectations and Required Competencies

- **Mission and Values Driven** – Clearly understand the mission and values of SynTech Research to ensure all work performance aligns to the mission and values. All employees are expected to promote a “CAN DO” attitude and demonstrate a willingness to work in a professional and collaborative manner. Demonstrate a commitment to continuous learning and self-improvement.
- **Integrity, Ethics, and Collaboration** – Treat people with respect and individuality; do what you say; be fair and equitable in all interactions; be a good steward of company resources; and work effectively with others.
- **Safety** – Put safety first by anticipating and performing actions necessary to avoid hazardous work-related conditions which could result in injury, harm, or loss.
- **Communication** – Give and welcome feedback; exhibit objectivity and openness to others’ views; contribute to holding each other accountable and build a positive team spirit. Write clearly and informatively; edit work to high standards of written presentation.

- **Adaptability, Flexibility, and Critical Thinking** – Effectively manage competing demands and able to change course when new information becomes available. Identify and resolve problems in a timely manner; gather and analyze information skillfully; and develop alternative solutions.
- **Attention to Detail and Timely Follow-up** – Demonstrate thoroughness and accuracy in work activities through concern for all areas involved. Plan and prioritize work activities, use time efficiently to meet deadlines and provide timely follow-up for all issues.

Qualifications

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job position.

- **Education** – Bachelor or Master’s degree in Chemistry or Biochemistry, highly preferred.
- **Work Experience** – Bachelor degree in Chemistry or Biochemistry with 1+ years experience, highly preferred.
- **Skills/Proficiencies** –
 - ✓ Working knowledge of calculations that are job specific to analytical chemistry; solvent standards; matrix standards; and technical/analytical ability.
 - ✓ Some knowledge/awareness of hardware and/or software experience with LC - MS/MS; GC - MS/MS; LC - MS; GC - MS instrumentation, highly desirable.
- **Computer Skills** – Proficient computer skills with most current database and software (not instrument) applications needed.
- **Physical Requirements** –
 - Able to work in highly regulated, high pace environment.
 - Capable of wearing a respirator to participate in study activities and to dispose of hazardous waste.
 - Must be able to walk, stand 50 to 80% of the time, squat, bend, kneel, climb, push, pull, use hands; reach with hands and arms overhead; speak and hear effectively in team and/or one-on-one conversations.
 - For Sample Management: Must be able to climb ladders, lift/move up to 50 pounds with proper ergonomics and use of assistance as needed (e.g., other people, carts, pallet jack, etc...)
- **Language Requirements** – Able to read, write, and communicate in English fluently, or with necessary assistance, while performing the job duties which require this ability.

I have read and understand this written job description for the Assistant Research Scientist II – Environmental Chemistry, and believe I am fully capable of performing all listed requirements of this job position.

Employee signature

Date

Manager signature

Date