

## **Job Description: Research Scientist – Environmental Chemistry**

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### ***MISSION***

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

### ***SUMMARY OF DUTIES***

The Research Scientist (RS) in the Environmental Chemistry laboratory has the primary responsibility for planning, performing and reporting a full range of environmental chemistry studies to meet regulatory requirements and to provide high quality data for study sponsors. The type work will typically include analytical support for ecotoxicology and plant and soil residue studies. Although a small amount of non-regulated work is performed for our Sponsors the vast majority of SynTech's projects must stringently adhere to Good Laboratory Practices (GLP) for U.S. Environmental Agency (EPA), Federal Drug Administration (FDA), North American Free Trade Agreement (NAFTA) and for the European Organization for Economic Co-operation and Development (OECD).

The RS is expected to work effectively in a "Team" environment consisting of 3 Team Leaders (RS), Associate and Assistant Research Scientists. The RS will monitor sample processing, sample prep and analytical activities insuring that all work is completed on a timely basis and consistent with the Sponsor's deliverables. Responsibilities encompass the various residue and environmental field studies such as Crop Field Trials, Processed Food/Feed, Field Accumulation in Rotational Crops and Soil and Aquatic Dissipation studies, Independent Laboratory Validations, Multi-Residue Method, Nature of the Residue, Long-Term Storage Stability and analytical confirmation of test articles employed in aquatic and avian studies.

### ***ESSENTIAL DUTIES AND RESPONSIBILITIES***

Essential duties include:

1. **STUDY DIRECTOR ROLE.** The RS will also assume the role of study director (SD) when deemed necessary. The SD is responsible for all aspects of a study including protocol preparation, data collection, data analysis, interpretation of results and report preparation. The SD is also responsible for defending the conduct of the study if challenged by a regulatory authority or other external customer. The SD provides study critical information to laboratory personnel and the sponsor representative in a timely manner. The SD also assists in schedule optimization.

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2. **COLLABORATIVE ROLE.** In a collaborative effort with fellow research scientists, he/she will plan work flow to optimize operational efficiencies and to minimize time spent on any given project. The RS will communicate and update staff and other support groups while maintaining a cohesive team operation. Frequent communication with upper management and quality assurance unit are essential aspects to this position.
3. **COMMUNICATE AND SUBMIT FINDINGS.** Correspond with the sponsor during the study preparation and conduct and submit periodic updates of the study progress during the analytical phase.
4. **GOOD LABORATORY PRACTICES.** SynTech performs all phases of work according to Good Laboratory Practices (GLP). The RS must reinforce to their staff the importance of remaining compliant with this practice and seek and provide GLP training opportunities for their team when deemed appropriate and necessary.
5. **PROMOTES SAFETY CULTURE.** Enforces the proper use of Personal Protection Equipment (PPE) and does not permit any exceptions. Holds staff accountable for following PPE requirements and for the cleanliness and housekeeping of the laboratory. Must comply with all SynTech safety and health procedures and guidelines.
6. **TECHNICAL INNOVATIONS.** The RS maintains awareness of new developments in the appropriate sciences and changes in regulatory guidelines and requirements related to agrochemical research and registration. Communicates to staff and upper management when equipment needs are required in order to remain current with Sponsor's needs and should strive to increase laboratory efficiencies.

***Essential Competencies and SynTech Research Expectations***

Essential competencies and expectations include:

- **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.
- **Integrity and Ethics** - Treat people with respect and individuality; do what you say; be fair and equitable in all interactions; be a good steward of company resources; actively contribute toward employees' success and the company's goals; and uphold organizational values.

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- **Safety** – Puts safety first by anticipating and performing actions necessary to avoid hazardous work-related conditions which could result in injury, harm, or loss.
- **Attention to Detail** – Demonstrates thoroughness and accuracy in work activities through concern for all areas involved. Effectively organizes any task or situation for which he/she is responsible; monitors own work to ensure quality. Plans and prioritizes work activities, uses time efficiently, and meets deadlines.
- **Adaptability/Flexibility** – Effectively manages competing demands and is able to change course when new information becomes available.
- **Problem Solving** – Identify and resolve problems in a timely manner; gather and analyze information skillfully; and develop alternative solutions.
- **Communication** – Fully listen and get clarification; respond well to questions. Speak with intention and thought, in both positive and challenging situations; participate fully in meetings. Write clearly and informatively; edit work to high standards of written presentation
- **Learner Attitude** – Demonstrate commitment to continuous learning and self-improvement. Look for and readily takes advantage of learning opportunities; and seek increased responsibilities.
- **Collaboration** – Works effectively with others to achieve the shared goal of excellence in client service. Approaches and receives others in a tactful manner; reacts well under pressure; treats employees with respect and consideration.

### **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 & Experience:** This position requires a B.S. with 15 years, M.S. with 10 years and/or Ph.D. with 5 years in Chemistry or related field related work experience and familiarity regarding the product development cycle for agricultural chemicals.
  - Work experience with a contract research laboratory is highly desirable.
  - Preference will be given to candidates that have worked in a contract research environment and have good familiarity with HPLC, GC and LC/MS/MS instrumentation.

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- **Computer Skills** – Proficiency in MS Office Suite software applications needed to perform the essential duties of the job position.
- **Multi-tasking Ability** – Ability to prioritize, organize and handle multiple tasks and projects simultaneously.

**WORKPLACE CONDITIONS**

The following describes working conditions, in general. The Physical / Environmental Demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties described in this job description.

- **Physical / Environmental Demands** - While performing the duties of this job, the employee may require the ability to:
  - speak and hear effectively in team and/or one-on-one conversations;
  - walk, stand, squat, bend, kneel, climb, push, and pull;
  - use hands; reach with hands and arms – overhead and other
  - Some exposure to chemicals or hazardous waste materials handled or present.

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

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**Employee signature**

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**Date**