

JOB DESCRIPTION

JOB TITLE: Formulations Chemist

EMPLOYER: Easiway Systems, Inc.

DEPARTMENT: Lab

EFFECTIVE DATE: 5/9/2022

SUMMARY: Develops formulations and processes for cleaning products.

DUTIES AND RESPONSIBILITIES:

- Records, compiles, and analyzes research data relevant to product development and evaluation procedures.
- Proposes and evaluates formulation strategies for both research and development compounds.
- Conducts physicochemical characterization of new compounds including solubility and stability.
- Quality controls all raw materials and finished goods in accordance with standard procedures.
- Operates production equipment; weighs, measures, and checks raw materials to ensure manufactured batches contain proper ingredients and quantities.
- Provides contract organizations necessary information to complete required/mandated paperwork regarding emissions and waste disposal, OSHA, SARA, TSCA.
- Conducts appropriate stability studies on new formulations.
- Maintains and develops scientific awareness and identifies actual and potential opportunities for the company.
- Develops professional skills to enhance job expertise and awareness of company policies for GMP, SOP, and safety regulations.
- Creates and maintains quality in an ever-changing and developing environment.
- Performs other related duties as assigned by management.

QUALIFICATIONS:

- Bachelor's degree (B.S.) in related field or equivalent required
- Four plus years related experience or equivalent
- Excellent written and oral communication skills
- Strong organizational, problem-solving, and analytical skills
- Ability to manage priorities and workflow
- Versatility, flexibility, and a willingness to work within constantly changing priorities with enthusiasm
- Acute attention to detail
- Demonstrated ability to plan and organize projects
- Ability to work independently and as a member of various teams and committees
- Ability to read, analyze, and interpret technical procedures.
- Working knowledge of regulatory requirements.

COMPETENCIES:

- **Problem Solving**--Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.
- **Project Management**--Develops project plans; Coordinates projects; Communicates changes and progress; Completes projects on time and budget; Manages project team activities.
- **Written Communication**--Writes clearly and informatively; Edits work for spelling and grammar; Varies writing style to meet needs; Presents numerical data effectively; Able to read and interpret written information.
- **Strategic Thinking**--Develops strategies to achieve organizational goals; Understands organization's strengths & weaknesses; Analyzes market and competition; Identifies external threats and opportunities; Adapts strategy to changing conditions.
- **Innovation**--Displays original thinking and creativity; Meets challenges with resourcefulness; Generates suggestions for improving work; Develops innovative approaches and ideas; Presents ideas and information in a manner that gets others' attention.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Continually required to stand
- Continually required to walk
- Continually required to sit
- Continually required to utilize hand and finger dexterity
- Continually required to talk or hear
- Continually utilize visual acuity to operate equipment, read technical information, and/or use a keyboard
- Occasionally required to lift/push/carry items up to 50 pounds/ more than 50 pounds
- Occasionally work around fumes, airborne particles, or toxic chemicals

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.