

# LAB TECH

## QUALIFICATIONS

- Proficient computer skills necessary in Microsoft Office and other computer applications
- Ability to follow standard operating procedures
- Must be detail orientated
- Able to follow direction
- Possess logical problem solving ability
- Strong work ethic
- Excellent safety awareness and attitude
- Excellent housekeeping and sanitation habits
- Able to learn new skills and responsibilities
- Accuracy in record keeping
- Good organizational skills
- Hard working and self-motivated
- Possess strong verbal and written communication skills
- Good interpersonal skills
- High School Diploma/GED required

## DESCRIPTION OF DUTIES

- Certification of analysis for denatured ethanol
- Checks lab chemical and gas cylinder levels daily
- Runs daily equipment checks on Ion Chromatography (IC), Near Infrared Spectrometers (NIR), High-Performance Liquid Chromatography (HPLC) and pH of ethanol.
- Runs daily Slurry and Liquefaction samples for Dextrose Equivalent, Oven Solids, and Sodium
- Water testing for multiple constituents
- Runs Condensate sample on HPLC for ethanol
- Stores and rotates railcar and tank certification sample retains
- Daily Data Entry
- Daily Environmental Rounds as needed
- Manages lab supply inventory and reorders as needed
- Weekly pH probe and lab scale calibrations
- Weekly IC Calibration
- Processes weekly/monthly feed samples for outside testing
- Maintain cleanliness in the lab
- Monthly Inventory of lab supplies.
- Monthly Outfall Testing (pH and chlorine)
- Quarterly pHe testing on tank cert retains
- Chemical Oxygen Demand (CODs) and Dip slides on towers and coolers as needed during the warmer months
- Mycotoxin Testing monthly or as needed
- Will be provided Hazmat shipping training for shipping ethanol samples as required
- Be able to ship out feed samples as required
- Be able to assist in the maintenance and troubleshooting of lab equipment
- Learn Environmental duties of Lab Manager in case long term coverage is needed

**REPORTING TO THIS POSITION:** None

**POSITION REPORTS TO:** Lab Manager

### **PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- *Physical Demands:* While performing the duties of this job, the employee is required to walk; sit; use hands and fingers, to handle, or feel objects, tools, or controls; reach with hands and arms; balance; stoop; talk and hear. The employee must lift and/or move up to 50lbs. Specific vision abilities required by the job include close vision, color vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- *Work Environment:* While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time. The noise level in the work environment is usually moderate. Some areas have been designated areas to use hearing protection. Hard hat, safety glasses, and leather gloves are required in designated areas.