



		Part #:	LINICO.HR.62
		Revision #:	1.0
Document Title:	Job Description (Chemical Laboratory Technician)	Revision Date:	6-18-21
Document Author:	Director of Engineering, Research & Development	Document Owner:	HR Manager

SUMMARY:

The Chemical Pilot Plant Lab Technician will perform general laboratory duties, operate, and perform related bench chemistry, prepare standards and solutions, perform titrations, and operate, maintain, and calibrate analytical equipment. They will work in a fast-paced collaborative environment, regularly interacting with operations and engineering personnel. This position will play a key role leading LiNiCo to its next level of operational output.

ESSENTIAL FUNCTIONS, RESPONSIBILITIES, & DELIVERABLES:

- Perform duties associated with general laboratory and pilot plant operation, including solution preparation, sampling, sample analysis, data collection and analysis.
- Prepare analytical standards, reagents, and test solutions.
- Perform routine analytical tests such as filtrations, separations, titrations, pH, etc.
- Operate, maintain, and calibrate laboratory equipment, including lab pilots and associated instrumentation such as pH meters, temperature sensors, etc.
- Operate and maintain laboratory instruments, including AA, ICP and others.
- Accurately conduct large scale reactions and processes of 50 gallons and greater.
- Maintain safe working conditions, comply with all required health and safety procedures, and keep a clean, orderly work area at all times.
- Follow established SOPs and test methods.
- Prepare brief reports detailing the results of tests and analyses.
- Document and maintain test procedures and methods according to established requirements.
- Work closely with process chemists/engineers, control engineers and other team members to support production goals and testing of process improvements.
- Supervisory responsibilities: None.
- Other duties as assigned.

GENERAL FUNCTIONS, RESPONSIBILITIES, & DELIVERABLES:

- SAFETY: always take ownership of and operate safely; be alert, observe, correct, and report unsafe conditions/incidents; ensure completion and documentation for appropriate task training, such as all equipment, vehicles, systems, or any safety requirements; comply with safety program
- MISSION: align all behavior, habits, and actions toward LiNiCo's mission; goal-oriented
- ETHICS: treats people with respect; works ethically with integrity; exercises due diligence
- TEAMWORK: balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes constructive feedback; contributes to building a positive and collaborative team spirit; supports everyone's efforts to succeed; demonstrate professional, solution-oriented demeanor and communication during all interactions; facilitate communication between all stakeholders
- CULTURE: commit daily to developing a work culture that cultivates trust, collaboration, and results
- PROBLEM SOLVING: works alone or in groups to develop solutions; apply reason and critical thinking
- ATTENDANCE: regular attendance, reporting promptly and appropriately for work, meetings/training, follow time off procedures
- COMMUNICATION: write/speak clearly and professionally in all situations; participates attentively to questions and problems with all people; initiate questions and feedback
- demonstrate understanding of company, departmental policies/procedures, as well as adhere to changes; follow employee handbook, which includes and is not limited to Anti-Bullying, Anti-Harassment, Violence in the Workplace, and Guidelines for Appropriate Conduct



Part #:	LINICO.HR.62
Revision #:	1.0
Revision Date:	6-18-21
Document Owner:	HR Manager

Document Title:	Job Description (Chemical Laboratory Technician)
Document Author:	Director of Engineering, Research & Development

- follow operating procedures and comply with all regulatory requirements (federal, state, local, other)
- adhere to professional appearance, dress, and uniform standards; always wear appropriate personal protective equipment (PPE) while on production floor (Tyvek suit)
- complete other duties as assigned

KNOWLEDGE, SKILLS, ABILITIES, QUALIFICATIONS, EDUCATION/CERTIFICATION: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. 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.

- Experience working with chemicals and lab equipment at scales ranging from beaker to 50+ gallon scale
- Prior experience operating and maintaining AA and/or ICP instruments
- Advanced computer literacy
- Ability to communicate and engage effectively within the company
- Must be able to perform assigned duties while wearing a full-face respirator or dust mask
- Bachelor’s degree in Chemistry or related field and at least 5 years of experience in related industry
- Member of AIChE (preferred, not required)
- 5 years of experience within field
- meet physical requirements outlined in physical and work environment requirements listed below
- SOFTWARE/HARDWARE: Microsoft Office suites; email, internet, adobe, etc., as well as varying specific company software platforms; computer (desk and laptop), phone, fax, copier, scanner, and other related office equipment (audio/video/media equipment)
- TYPING/DATA ENTRY: 40 words per minute
- identification that establishes the right to work in the United States; identification that establishes identity

PHYSICAL REQUIREMENTS: It is essential to adhere to safety guidelines (use of personal protective equipment, safety policies and procedures). Physical demands described 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 essential functions.

ACTIVITY	Required	N/A	ACTIVITY	Required	N/A
Standing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lifting (1-50 lbs. weight)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lifting (below knees to above shoulders)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sitting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climbing (ladders 0-10 ft.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bending (from waist)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Carrying (1-50 lbs. weight)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Crouching (squat)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pushing (1-50 lbs. weight)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stooping	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pulling (1-50 lbs. weight)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kneeling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reaching (below knee to above shoulder)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Twisting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climbing (stairs)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Balancing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Handling (holding/grasping)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driving	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fingering (pick/pinch, fine movement)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Feet (use of foot pedals, driving)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wrist (repetitions, flexion/rotation)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

WORK ENVIRONMENT: The characteristics described here represent those an employee encounters while performing essential functions of job. Reasonable accommodations may be requested to enable individuals with disabilities to perform the essential functions, and the company will consider varying requirements whenever

