Job Description: Laboratory Services Temporary Employee

| Location:       | Minneapolis, MN |
| Reports To:     | Group Leader    |
| FLSA Status:    | Exempt          |
| Date Revised:   | November 09, 2015 |

Position Summary:

This position is responsible for conducting physical analyses of materials, including sample preparation. The materials analyzed will be cured resin panels. Data resulting from the tests will be accurately and concisely reported.

Major Areas of Accountability:

Essential Functions

1. Acquire all skills required to operate laboratory testing equipment for physical testing of resin materials, including calibration and routine maintenance.
2. Understand ASTM and other required standards for sample preparation and testing.
3. Maintain laboratory facilities in neat and orderly condition to permit maximum employee efficiency and productivity.
4. Summarize testing results accurately and concisely utilizing basic statistical analysis involving calculation of means and standard deviation.
5. Analyze or evaluate production materials, research samples, incoming raw materials and competitive products.
6. Maintain documentation and participate in continuous improvement within a quality system based on the ISO standard.
7. Performs other duties as assigned by management.
8. Punctuality and regularity of attendance are job requirements.

Reasonable Accommodations:

The Company complies with all disability laws. Be aware, however, that “an Employer never has to reallocate essential functions as reasonable accommodation, but can do so if it wishes.” The Company reserves the right.

Knowledge, Skills and Abilities:

Required:

1. Experience working in a chemical or physical testing laboratory environment.
2. Experience in operating laboratory test equipment and documenting results.
3. Good verbal and written communication skills.
4. Proficient at using word processors and spreadsheets.
5. Understand basic statistical concepts such as mean, standard deviation, and ranges.
6. Experience working within an actively maintained quality system.

To apply: email resume and cover letter to:
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