

UNIVERSAL LEAF TOBACCO COMPANY INCORPORATED

Job Posting: August 16, 2011
Location: Global Laboratory Services, Inc.
Job Title: Laboratory Technician
Position Status: Full Time Hourly

Summary:

The Laboratory Technician will work within the smoke analysis laboratory. The applicant must have demonstrated performance in operating analytical equipment with significant attention to detail. The Laboratory Technician reports to the smoke laboratory Chemist.

Minimum Requirements:

- High School Diploma or GED.
- Four years of work experience in a laboratory environment.
- Knowledge of ISO 17025.
- Must have solid interpersonal skills.
- Experience recording data, following direction, protocols, and quantitative analysis.
- Ability to work independently.
- Must be flexible to work weekends as required.

Job responsibilities include, but are not limited to:

- Contribute to the safe operation of the laboratory; assure that safety procedures are adhered to.
- Perform all tasks necessary to prepare cigarette samples for testing.
- Test, calibrate, adjust, and clean smoking machines.
- Operate automated smoking machines.
- Prepare cigarette smoke samples for subsequent analysis.
- Operate all analytical instrumentation.
- Collect and analyze data.
- Proof and check data for accuracy and completeness.
- Perform miscellaneous duties associated with analyses (cleaning apparatus and preparation of reagents).
- Help ensure procedures are compliant with ISO 17025 and GLS' policies.
- Recommend improvements to existing processes or methods.
- Assist in troubleshooting equipment as needed.
- Perform routine adjustments and maintenance to equipment and instrumentation.

All applicants must be authorized to work in the United States.

Applicants should contact:

Amy Walker no later than August 24, 2011
c/o Global Laboratory Services, Inc.
Email Resume to walkera1@globallaboratory.com
Fax Resume to 252.234.4959