



Job Description

Job Title:

Chemical Operator All Levels

Reports To:

Production Shift Supervisor

Direct Reports:

N/A

Job Summary:

The Chemical Operator assists in running all chemical manufacturing processes in compliance with all associated quality systems. Packs and ships all products. Maintains processes in their validated or compliant state.

Essential Duties and Responsibilities:

- ✓ Reads and follows written batch records.
- ✓ Takes bags off skids and empties contents into reactor.
- ✓ Shovels product from bin into dryer feed hopper.
- ✓ Scoops product from drums and weighs amounts.
- ✓ Rolls drums onto and off from skids.
- ✓ Operates forklift to move product.
- ✓ Handles lab equipment to monitor product dryness using lab moisture balance.
- ✓ Monitors in-process batches with regard to temperature, clarity, volume, etc. Documents value points per SOP.
- ✓ Cleans reactors, filters and other process related equipment.
- ✓ Changes cartridges on various filters.
- ✓ Records appropriate steps on batch record and associated documents.
- ✓ Understands and complies with quality regulations as they relate to job responsibilities.
- ✓ Complies with good housekeeping and safety rules.
- ✓ Operates and understands various process pumps.
- ✓ Accurately weighs material on scales during final packaging in accordance with packaging documentation.
- ✓ Advises supervisor when raw materials or components need to be ordered.
- ✓ Troubleshoots process related equipment. (Dependent on Operator Level)
- ✓ Other duties may be assigned as deemed appropriate by management

Qualifications:

- ✓ High School diploma or GED.
- ✓ Ability to perform simple mathematical calculations using a calculator.
- ✓ Ability to accurately read and take measurements including reading a tape measure.
- ✓ Ability to read and interpret/follow production procedures.
- ✓ Must be able to read, write, speak, and understand English

Physical Requirements:

- ✓ Lift up to 55 lbs.
- ✓ Climb ladders and/or stairs
- ✓ Crawl, bend, twist, carry, reach, and kneel throughout shift
- ✓ Push and/or pull up to 100 lbs.
- ✓ Stand and/or walk for extended periods
- ✓ Work with and/or around chemicals and/or hazardous materials
- ✓ Repeating motion that may include arms, wrists, hands, and fingers
- ✓ Ability to see and distinguish color

Work Schedule & Hours:

- ✓ 12 Hour Shift, 4 days on/ 4 days off rotation
- ✓ Includes some weekends and holidays due to rotating schedule
- ✓ Ability and willingness to work from all BioSpectra facilities