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## **JOB TITLE: LC/MS Chemist**

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Reports to: Manager, Analytical Services

Department: Analytical Services

Original Date: 23 March 2005

Update Completed on: 14 August 2009

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**JOB SUMMARY:** Provide analytical analysis of dietary supplements and natural products. Provide project leadership and leadership for more junior level analytical chemist.

### **ABOUT CHROMADEx™**

ChromaDex's™ main thrust is to create industry accepted information, products, and services for every layer of the functional food, pharmaceutical, personal care, and dietary supplement markets. As a pioneer of reference standards and services, ChromaDex™ is enabling enterprises to add significant value to their products and services. ChromaDex™ also provides the necessary infrastructure to the nutraceutical industry for self-regulation to occur.

As a member of the team, you will be at the leading edge of a rapidly growing and profitable industry. ChromaDex™ is looking for talented and scientifically oriented people who are attracted to this vision. Our customers demand nothing but the best: team players who are energized by the constantly changing markets we work in and who seek to solve real business problems.

**SUPERVISION RECEIVED AND EXERCISED:** Ability to work independently and in a team environment with minimal supervision. Ability to develop projects from conception to execution independently.

### **ESSENTIAL FUNCTIONS:**

Duties may include, but are not limited to, the following:

- Solid background in quantitative analytical skills using LC-MS.
- Analyze dietary supplements and natural products using HPLC, LC/MS, and other laboratory techniques.
- Develop, optimize and validate methods for the extraction and analysis of natural products and dietary supplements.
- Conduct routine instrument maintenance.
- Perform non-routine physical and chemical testing.
- Ability to identify and solve problems, making decisions from limited alternatives
- Write and edit reports, methods, and SOPs.
- Be familiar with ISO 17025 standard.
- Understanding of GLP and safety
- Set the example for a culture of quality and production.

**NONESSENTIAL FUNCTIONS:**

- Aide in keeping the laboratory neat and orderly.
- Represent the company at conferences and trade shows.

**KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

- In depth knowledge of basic analytical instrumentation including, but not limited to LC/MS HPLC, GC, FTIR, UV-Vis, and GC/MS.
- Basic laboratory sample preparation skills.
- Project documentation.
- Good verbal and written communication skills.

**KNOWLEDGE, SKILLS, AND ABILITIES DESIRED:**

- Knowledge of Chemstation software.
- Familiarity with the analysis of natural products or dietary supplements.
- ISO 17025, GLP, and cGMP experience.

**TRAINING, EDUCATION AND EXPERIENCE:**

- At least a B.S. in Chemistry or closely related field.
- 3+ years experience working in an analytical chemistry lab as an LC/MS Chemist.
- Experience in writing and editing reports, methods, and SOPs.

**PHYSICAL, MENTAL AND ENVIRONMENTAL CONDITIONS REQUIRED:**

- Must be able to communicate effectively with supervisor, other chemists, clients, and upper level management
- Must be able to organize projects.