JOB TITLE: Stability Study Coordinator Department: **R&D**

Reports to: **Manager** Salary: **DOE**
Location: **Longmont, CO** Classification: **Exempt**
Schedule: **Generally Mon. to Fri. - 40 hrs./week** ***(may be subject to change)***
Posting Date: **April 26, 2018** Posting Expiration Date: **Until position is filled**

ABOUT THE COMPANY:
ChromaDex is an integrated, global nutraceutical company devoted to improving the way people age. It leverages its complementary business units to discover, acquire, develop and commercialize patented and proprietary health and wellness consumer products and ingredient technologies that promote healthy longevity. In addition to our consumer product and ingredient technology units, the company also has business units focused on phytochemicals, product regulatory and safety consulting which are utilized to develop commercially viable ingredients.

JOB DESCRIPTION: ChromaDex Analytics in Longmont, CO, is looking for talented and scientifically oriented candidates to fill an immediate job opening for a full-time Stability Study Coordinator in the R&D Department. The right candidate will be responsible for managing the stability study program for ChromaDex ingredients and products. This position will encompass designing stability studies, writing protocols, organizing the pull of samples, analyzing samples in the laboratory, and compiling data into spreadsheets and written reports. This position will also involve developing, optimizing, and validating analytical methods, and conducting testing of analytical samples for various ingredients in the nutraceutical, pharma and food & beverage industries on various analytical equipment.

Main duties include:
- Manage stability study program by designing stability study protocols, pulling and analyzing samples, and reporting and analyzing data, which vary in range from R&D to consumer products and require various regulatory compliance.
- Perform routine and non-routine analytical sample testing of raw materials, dietary supplements, and natural products using techniques including, but not limited to Karl Fisher, HPLC, GC-FID, LC-MS, and GC-MS.
- Develop, optimize and validate analytical methods as needed.
- Write and edit protocols, reports, methods, and SOPs.
- Organize projects and assignments ensuring accurate and timely completion of daily functions.
- Work on complex problems in which analysis of situations or data requires an in-depth evaluation of various factors using expert knowledge of scientific principles and concepts.
- Address complex technical challenges using independent thought and insight to reach across cross functional departments.
- Effectively communicate project progress to upper level management, and other departments.
- Ensure quality control & comply with good laboratory practices and GMPs.

Required Competencies:
- Experience preparing samples and maintaining laboratory.
- Two (2) years of experience with HPLC analysis and instrument maintenance.
- One year of experience with gas chromatography (GC) analysis and instrument maintenance.
- One year of method development and validation with HPLC and/or GC instrumentation.
- Solid software knowledge of MS Office Suite (Word, Excel, Power Point).
- Exceptional organization and documentation skills.
- Ability to handle large data sets and identify trends and issues as well as solve problems.
- Ability to work on multiple projects simultaneously to meet deadlines and shift priorities.
- Strong verbal and written communication skills.

Desired Skills/Knowledge:

- Up to 1 year of experience managing and/or analyzing stability studies.
- Proven track record of successful program and project management
- Up to 1 year of experience working with natural products, botanicals and/or dietary supplements.
- Up to 1 years of experience in analytical instrumentation including UV-Vis, KF, and Mass Spec.
- Familiarity with GMP and FDA guidelines a plus.

Training, Education and Experience:

- BS or BA Degree in Chemistry or a related discipline
- 1+ years of industry experience.

Job Conditions:

- Must be able to perform routine tasks repeatedly, efficiently, and accurately in a timely manner, occasionally lifting up to 30 lbs.
- Must be able to work in a laboratory setting for extended periods and function safely and effectively under the environmental challenges associated with handling phytochemical raw materials, finished products, or fine chemicals (exposure to chemicals, carcinogens, corrosive and other chemicals).
- Must be capable of understanding, listening and following verbal and written instructions to accomplish desired goals and have the ability to communicate effectively verbally and in writing at all levels of the organization.

Interested candidates: Please email resumes to hr@chromadex.com with the heading "Stability Study Coordinator" for review and consideration. Applicants who do not meet the minimum requirements will not be considered. Due to the volume of applicants, no confirmation will be provided of application status. A selection process will be conducted in which phone interviews will be scheduled from those selected. All replies are confidential and at the company's discretion. This posting will be removed once position has been filled.

NO Staffing Agencies or Recruiters please.
Unsolicited services or offers will not be accepted at this time.

ChromaDex, Inc. (and its subsidiaries) is an equal employment opportunity employer and does not discriminate on the basis of race, sex, national origin, religion, physical handicap, marital status, veteran status, sexual orientation or any other basis prohibited by law.