



Job Title(s): Laboratory Technician

Department: Technical Staff

Reports to: Laboratory Manager / Laboratory Director

Summary of Position:

The Laboratory Technician is responsible for testing all incoming samples. In addition to these responsibilities, technician may be required to perform any additional requests made by their supervisor.

Key Responsibilities:

- Perform accurate, same-day testing on any incoming samples or rechecks and maintain records
- Perform all testing in accordance with ISO 17025, ISBOAH FDA form 2400, and SOPs
- Read plates, calculate and enter results
- Perform gram stains and confirmation tests
- Maintain all laboratory records in accordance with ISO 17025, SQF, ISBOAH and GDP SOP (good documentation practices)
- Schedule, set up and inoculate milk activities for daytime and overnight activities
- Perform QA/QC checks – temperatures, equipment calibrations/verifications, etc.
- Perform and document Master Sanitation activities as prescribed by the schedule
- Restock lab as needed
- Prepare media as needed
- HACCP – perform & document CCP requirements
- Assist other technicians and fulfill any additional requests by manager as needed

Job Specifications:

- Bachelors degree in Life / Food Science or related field, or Associates degree in Life/Food Science or related field with 1 year of experience in a laboratory setting, or High school degree or equivalent with 2 years laboratory experience or 1 year in our facility
- Ability to lift/carry up to 40 pounds; able to work in a standing position for extended periods of time
- Excellent organizational and record keeping skills
- Strong leadership skills
- Be able to work alone or as a team
- Excellent attendance
- Good work ethic
- Ability to multi-task

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