



Example of Laboratory Analyst Job Description

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Our innovative and growing company is looking for a laboratory analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for laboratory analyst

- Empower System Administrator including Systems security access, Audit trail and periodic audit trail review
- Documents all practices the appropriate technical details of work performed, in laboratory documents, forms, requests and reports in compliance with cGMP document standards
- Maintains accurate and neat records of all work performed
- Maintains the hazardous material storage area in full compliance and optimum housekeeping conditions
- Perform various routine analytical studies as required by client submissions
- Routinely checks inventory database for reagents that are reaching their minimum limit or expiring, then determines amount of reagents needed for test methods
- Responsible for maintaining and troubleshooting of assigned instruments
- Implement analytical methods as written in standard operating procedures assist with validation of new methodologies
- Orders and ensures that appropriate levels of operating supplies (glassware, reagents, chemicals, ,) are available to support lab testing
- Researches and resolves Customer Support Center Tickets including major application upgrades, routine day-to-day support, break-fix, maintenance and other issues within established SLA standards

Qualifications for laboratory analyst

- High School diploma or equivalent with approximately 6 to 8 years lab experience in a manufacturing environment
- Ability to prepare protocols for common experiments and studies
- Provide hands-on TheraDoc application expertise focused on infection control functionality within the system, by providing knowledge of application features, functionality and application utilization
- University education - food, veterinary, medical, chemical university
- Knowledge of legislation for the food industry