**Job Description**

North Coast Labs

Adrian, Michigan

Please contact info@nctl.com to ask questions or apply.

**Scientific Director**

**Job Summary:** Our team is looking for a Scientific Director to oversee the day-to-day operations of the laboratory. The scientific director is responsible for the establishment and execution of laboratory policies and procedures, standards for method development and data validation, acceptance and implementation of new and revised methods, and education and management of the laboratory technical staff.

**Specific Responsibilities:**

* Serve as the technical subject matter expert for all testing performed by the laboratory.
* Maintain the quality system day-to-day functions checking to ensure all quality assurance and quality control tasks are completed.
* Manage, train, and develop the laboratory’s scientific staff.
* Work with the North Coast Scientific Director to strategically plan for the laboratory, to develop and maintain processes that ensure the technical competency of laboratory personnel, and to continuously seek and implement measures for improvement.
* Develop, validate, and approve all analytical methods for testing conducted by the laboratory.
* Direct all analytical testing research and development projects.
* Direct the maintenance and troubleshooting activities required to fix issues and keep instruments and equipment in good working order.
* Work with the North Coast Scientific Director to review, edit, and approve and maintain all laboratory procedures, policies, method validations, QA/QC procedures and records, and other documents to ensure compliance with requirements of regulatory agencies and/or accrediting bodies.
* Review, validate and approve analytical data produced by the analytical staff according to specified approved methods and approved quality control criteria required by the EPA and other regulatory agencies.
* Work with the North Coast Scientific Director to respond to any customer, regulator, or other third-party questions about test results and interpretation of laboratory data. Problem-solve when conflicts or issues arise to ensure that the client’s goals are met.
* Attend regional and national meetings and conferences related to analytical testing of cannabis and other relevant professional subject matter.
* Train and develop the analytical staff.
* Participate in management and quality systems reviews with the North Coast Scientific Director, and Quality Manager.
* Authorized signatory on final testing results reported to state and clients.

**Job Requirements**

**Required Knowledge, Skills & Abilities:**

* Ability to solve complex problems using scientific and quality based troubleshooting techniques.
* Proficient in the operation and troubleshooting techniques of various types of advanced instrumentation such as HPLC, GCMS, LCMSMS, and ICPMS.
* Strong interpersonal skills; ability to work with colleagues and multiple clients in a professional and organized manner.
* Must have the ability to reorganize and reschedule work on short notice in order to meet revised deadlines and be sufficiently flexible to understand and handle multiple and varied projects, which may not fall within this job description.
* Proficient with electronic applications including MS Word, MS Excel, etc.

**Required Qualifications:**

* Doctorate (PhD) in the chemical, environmental, or biological sciences from an accredited college or university and at least two (2) years if post-degree laboratory experience OR a master’s degrees in the chemical, environmental, or biological sciences from an accredited college or university and at least four (4) years of post-degree laboratory experience.
* Demonstrated knowledge of various analytical chemistry instrumentation, techniques, procedures, and QA/QC criteria used in an analytical and/or environmental laboratory.

**Physical Demands:**

* Able to speak and hear clearly while communicating with staff, management, and clients
* Able to sit, and /or stand for 100% of an 8 hour day
* Dexterity in hands and fingers to operate computer and other equipment
* Some travel may be required (25%)

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