

Position Title	Laboratory Manager
Accountable To	Director of Business Development
Position Summary	<p>The Laboratory Manager schedules, supervises and administers the following:</p> <ul style="list-style-type: none"> • The evaluation of the physical and performance properties of raw materials and coatings. • The production of experimental formulas and formulation of custom colors. • Safe operation of the lab. • The organizing and storage of lab materials, records and reports.
Character / Personality Traits	<ol style="list-style-type: none"> 1. Honest, Sincere, and Discrete 2. Does the Right Thing in Difficult Circumstances 3. Conscientious, Dependable 4. Wants the Team to Win 5. Positive / Enthusiastic 6. Wants to be of Service 7. Self-Motivated to Learn
Position Qualifications	<ul style="list-style-type: none"> • Technical knowledge and experience in making and testing industrial coatings. • Experience supervising and training lab technicians • Experience managing multiple projects at the same time. • Familiarity with color computer and personal understanding of color theory. • Good written and verbal communication skills. • Ability to learn and use new computer software
Position Responsibilities	<ul style="list-style-type: none"> ○ Implement practices of EOS (Entrepreneurial Operating System) including: setting rocks (objectives) for the lab, conducting regular lab meetings, and participating in other EOS meetings as required. ○ Create test matrices in Excel to define lab projects and to record results. ○ Create new and modify existing water and solvent base formulas and/or processes to meet project requirements – examples, change color, viscosity, dry time, etc. ○ Supervise lab projects delegated to lab technicians, including creation of test matrices in Excel to define work requirements, record results and produce reports. ○ Maintain bench space in laboratory to personally perform tests and maintain familiarity with materials and processes. ○ Manage lab safety practices, equipment and supplies inventory and records, including SR's, MR's, and experimental raw materials. ○ Assist in establishing best practices for production processes and quality control.
Work Week	M – F, 8 AM – 5 PM
Pay	Salary commensurate with experience