

## Position: Senior Chemist



Position Classification: Full Time- Hourly/ Non- Exempt  
Position Reports to: Location Manager  
Position Supervises: None

### Position Summary

Senior Chemist is responsible for managing field projects, including all facets, to ensure safe and accurate job completion. Duties include leading technician/ chemist teams as required and perform chemical segregation and categorization when required.

### Responsibilities

- Duties include but are not limited to the following:

#### Essential function(s)

- Performance of field work to include consolidation, lab packs, chemical relocations, decontaminations, and other industry-related projects as necessary.
- Perform routed pickups for waste/ materials of all types and hazards as necessary.
- Assume a supervisory role on field projects as necessary, which includes direct management of personnel.
- Directly interface with clients to ensure service needs are met.
- Other duties as assigned by supervisor.

#### Non-Essential function(s)

- Administrative tasks and paperwork as it relates to the following:
  - Transportation of hazardous materials (manifests, bills of lading, medical waste tracking documents, others).
  - Driver hours of service records including driver logs, 100-mile radius logs.
  - Daily vehicle inspection records (if assigned to drive a vehicle).

### Qualifications and Experience

- Minimum of 5 years of experience in the Environmental/ Hazardous Waste Industry, including project management/lead experience.
- Clean DMV Driving Report.
- Must pass pre-employment physical, respirator qualification test and drug-screening.
- Able to lift 40 pounds.
- Waste characterization (profiling) experience required.

- Demonstrate an understanding of safe work practices while working with chemical, radiological, and biological agents.
- Strong working knowledge of DOT/ RCRA regulations
- Excellent analytical and problem-solving skills.
- Effective decision-making skills.
- Effective verbal and listening skills.
- Proficient computer skills including spreadsheets, word processing, networking, and e-mail programs.
- Able to work with finite deadlines.
- Be honest and trustworthy.
- Be respectful of others.
- Be flexible.
- Demonstrate sound work ethic.

## Core Competencies

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### Accuracy

Performs tasks precisely and according to standards and procedures, and without errors. Proof reads work produced and/or checks products and services delivered thoroughly before handing it on to others, in order to eliminate waste. Maintains complete and precise records of work produced. Evaluates all data used in producing work thoroughly, in order to ensure reliability and accuracy. When issues present themselves, consults with others in order to ensure he/she has resolved them in the appropriate way. Enhances and/or maintains quality and service.

### Job Knowledge

Senior Chemists have expert knowledge of the market and industry that they operate in. Have abilities to solve problems and facilitate actions.

### Problem Solving / Analysis

The ability to tackle a problem by using a logical, systematic, sequential approach. Makes a systematic comparison of two or more alternatives. Notices discrepancies and inconsistencies in available information. Identifies a set of features, parameters, or considerations to take into account, in analyzing a situation or making a decision. Approaches a complex task or problem by breaking it down into its component parts and considering each part in detail. Weighs the costs, benefits, risks, and chances for success, in making a decision. Identifies many possible causes for a problem. Carefully weighs the priority of things to be done.

### Time Management

Employees use time to their advantage. They schedule specific times to complete tasks, avoid procrastinating, prioritize their tasks in line with department deadlines and goals, start their most difficult tasks first thing in the morning, follow up on requests, and use downtime for planning and preparation. They break up projects into specific action steps and keep the process moving. They keep organized records for quick reference when completing tasks. A large part of time management for employees is to understand the scope of a project before beginning work on it. Top employees understand their tasks, why they are performed, and how they fit into the big picture.

### Safety

Senior Chemists perform jobs in a manner that minimizes hazards to oneself, others, as well as the environment. Keeps work areas clean and safe and takes action to remove or remediate safety hazards in own work area and within the organization. Follows appropriate hazardous waste management procedures.

Knows the departmental emergency plans for fires, disasters and campus emergencies. Recognizes and acknowledges safe behaviors exhibited by co-workers. Regularly communicates safety and environment awareness as a priority. Considers impact on environment as practices and procedures are developed and work is delegated.

### Customer Focus

Actively looks for signs the customer is happy. Acts as a seasoned adviser, providing independent opinion on complex client problems and novel initiatives, and assisting with decision-making. Pushes client to consider difficult issues that are in their best interests. Advocates on behalf of clients to more senior management, identifying approaches that meet clients' needs as well as those of the organization. Looks for ways to add value beyond clients' immediate requests. Addresses the unidentified, underlying and long-term client needs.

### Technical Capacities

The ability to demonstrate depth of knowledge and skill in a technical area. Effectively applies technical knowledge to solve a range of problems. Possesses an in-depth knowledge and skill in a technical area. Develops technical solutions to new or highly complex problems that cannot be solved using existing methods or approaches. Is sought out as an expert to provide advice or solutions in his/her technical area. Keeps informed about cutting-edge technology in his/her technical area. Demonstrates the appropriate level of proficiency in the principles and practices in one's profession. Demonstrates a commitment to continuous improvement, to include understanding and application of technology (equipment, processes, hardware and software). Has ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.

## Education and Required Licenses/Certifications

- 4-Year College Degree in Science Discipline or other related field of study.
- Class A or B Commercial Driver's License with Air Brake and Hazardous Materials endorsements required.
- Forklift certified.
- Current OSHA 40-Hour and DOT Hazardous Materials certifications preferred.

## Physical Demands

1. Check the frequency and number of hours a day the worker is required to do the following specific types of activities:												
ACTIVITY	FREQUENCY		# OF HOURS A DAY									
	CONTINUOUS	INTERMITTENT	1	2	3	4	5	6	7	8	8+	
a. Sitting		x	x									
b. Walking		x		x								

c. Standing		x	X									
d. Bending		x	x									
e. Squatting		x	x									
f. Climbing		x	x									
g. Kneeling		x	x									
h. Twisting		x	x									
i. Lifting		x	x									

LIFTING ☐ 0-10 kgs. ☐ 10-15 kgs. ☐ 15-30 kgs. ☒ Over 30 kgs.

2a. HAND MANIPULATION REQUIRED? X Yes (If yes, complete a,b,c,d,e) \_\_\_\_\_ No

2b. Repetitive hand movements? X Yes \_\_\_\_\_ No

2c. Simple Grasping?	Right Hand_____	Left Hand_____
	Yes	Yes
2d. Power Grasping?	Right Hand_____	Left Hand_____
	Yes	Yes
2e. Pushing Pulling?	Right Hand_____	Left Hand_____
	Yes	Yes
2f. Fine manipulation:	Right Hand_____	Left Hand_____
	No	No

3. (a) Does the job require worker to reach or work above the shoulder? Yes x Frequency (Periodic)

(b) Reaching at or below shoulder level? Yes \_\_\_\_\_ Frequency (Periodic)

4. Does the job require use of his/her feet to operate foot controls or for repetitive movement?	
Yes	
5. Are there special visual or auditory requirements?	No
Describe:	
<p><b>WORK ENVIRONMENT:</b></p> <p>a. Does the employee work near moving mechanical parts; in high, precarious places; and in outside weather conditions?      Yes</p> <p>b. Is the employee exposed to fumes or airborne particles?      Yes</p>	
c. Does the employee work with hazardous waste?      Yes	
d. Is the employee governed under a Federal Hours of Service regulation?      Yes	
e. Does the employee perform mostly administrative tasks?      No	
f. Is the employee a salesperson?      No	

<p><b>BLOOD/FLUID EXPOSURE RISK: (check the right category) N/A</b></p> <p><b>X</b> <u>Category I:</u> Tasks involve exposure to blood, fluids or tissue</p> <p><u>Category II:</u> Usual tasks do not involve exposure to blood, body fluid, or tissues but job may require performing <u>unplanned</u> Category I tasks.</p> <p><u>Category III:</u> Tasks involve no exposure to blood, body fluids, or tissues. Category I tasks are not a condition of employment.</p>
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## Environment

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing this job, the employee is exposed to weather conditions prevalent at the time. This may include warm, hot or cold temperatures. The noise level in the work environment is moderate.

## Work Schedule

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As a non-exempt hourly employee, the employee shall work a designated schedule as assigned by management. Employee shall not work over 40 hours per week without prior authorization from management but if so, will earn overtime for any work performed in excess of 40 hours per week. Employee must also follow company's policies regarding required meal breaks.

## Acknowledgement for Receipt of Job Description

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I have received a copy of this Job Description and have read and understand its contents. I understand that if I have any questions pertaining to this job description or my overall job duties, I will consult my supervisor immediately. Furthermore, based on business demands, I understand that the company may revise my duties at its discretion.

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Position Reports to:	Location Manager
Position Supervises:	None

### Employee Information

Employees Name:	
Employee Signature:	
Date:	

### Supervisor Information

Supervisors Name:	
Supervisors Signature:	
Date:	