



LABORATORY MANAGER

JOB DESCRIPTION

Reporting to the Project Director, the lab manager will engage in planning, organizing, and overseeing the daily operations of the Bacanora materials testing laboratory. This individual will manage a materials testing team of approximately 2-3 individuals to ensure successful project completion while adhering to applicable regulations, standards and processes. The individual will also be required to work closely with internal clients including process engineers and technicians in order to address work program requirements and facilitate specialized and prototypical testing in a pilot plant operation.

DUTIES AND RESPONSIBILITIES

- Schedules, supervises and coordinates the activities of personnel, ensuring that work meets established quality standards, regulations and is delivered on-time.
- Ensures staff health and safety, environment, productivity, and quality priorities are addressed and optimized.
- Maintain adequate reagents, inventory and supplies and ensure proper utilization of consumables with minimum waste.
- Coordinate equipment acquisition and/or maintenance requirements.
- Must be well versed in the principles of ICP-OES, AAS, specimen preparation and modern calibration algorithms.
- Proficiency with operation and routine maintenance of ICP-OES instrumentation and associated laboratory automation.
- Ability to assist with development and implementation of new methods and applications working in close cooperation with process engineers.
- Knowledge of Good Laboratory Practices and Good Management Practices.
- Performs other duties as assigned.

REQUIRED QUALIFICATIONS

- The successful candidate will have a relevant diploma or B.Sc. (ideally in chemistry, physics or materials sciences).
- Exceptional leadership, organizational and communication skills are required.
- Good understanding of mineral analysis techniques and reporting requirements are essential, in addition to knowledge of ISO17025 protocols.

- Required computer skills include Microsoft Office applications, particularly Word and Excel, as well as experience using Laboratory Information Management Systems (LIMS).
- Shift-work, weekend work and/or extended hours may be required in this position.
- English is required, Spanish is desired.