



ROBINSON INTERNATIONAL

Functions Description

Job Title:

JUNIOR CHEMIST

Department: Laboratory

Reports to: Laboratory Manager.

Date: 1 March 2019

Functions Summary:

Performs basic sample preparation for analytical analysis in routine samples received various clients and other relate services; also performs laboratory testing following standards and procedures published and distributed by Robinson International in our laboratory procedures.

Requested Duties & Responsibilities:

Demonstrate ability and capability to understand, perform basic laboratory analysis. The chemist need to follow calibration procedures for instruments and for glassware. The chemist also need to complete materials and consumable inventories and report it to the deputy manager. The chemist is required to update sample register and follow up the status of the sample during the analytical testing process.

Perform the work safely in the presence of hazardous and non hazardous materials as defined in the Material Safety Data Sheets.

Conduct the adequate product measurements and representative samples taken; complete required reports and forms clearly and promptly; execute routine testing on mineral ore, soil, metal and water samples resulting from sample submission sheet.

Perform and develop other laboratory skills assigned by the entitled deputy manager and laboratory manager.

Exercise procedural, safety and quality requirements specified in Robinson International standard procedures on the Business Management System and Robinson International company policies.

Attend training and pass appropriate examinations in analytical procedures, including training, handling of hazardous materials and other safety training required by applicable regulations.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with certain disabilities to perform the essential job functions when safety is not compromised. A 90-day initial review period applies to Junior Chemists, during which time the employees and Robinson International will determine the chemist or supervisor suitability for the job.

Language Knowledge & Skills:

Ability to read, analyze and interpret instructional and technical materials, procedures, reference manuals among other assistance tools in both English and French.

Ability to write in both English and French languages, required applicable reports and correspondent clearly, skills to effectively report information and respond to questions from managers, schedulers and clients.

Education and/or Experience:

Graduated degree/diploma in Chemist or under graduate student in chemist or equivalent, or at least one year of related experience and/or training; or equivalent combination of education and experience.

Mathematical Knowledge:

Verifiable Ability to add, subtracts, multiply and divides results. The Junior Chemist must also have a good knowledge to use Units of measure, use whole numbers, common fractions, and decimals, while he/she is computing final results.

Reasoning Ability:

Have the capacity to help resolving potential technical and practical problems and deal with a different variety of concrete variables in situations where only limited standardization and limit are existing. Ability to understand and interpret a variety

of instructions furnished in written, oral, diagram or schedule formats.

Other Skills & Abilities:

Familiarity with basic computer skills in word processing and spreadsheet programs is helpful but not required; however Junior Chemists must possess the capability to learn these applications through instruction provided by Robinson International.

Social & Office Requirements:

Performing and maintaining a professional appearance, conduct and attitude by acting in harmony with partners, supervisors and managers from the company by cooperating to create a peaceful environment.

Interacting and communicating with job site personnel, clients and vessel personnel in a proper, professional and business conduct manner on every one of the interventions.

Mobility & Transportation to Job Areas:

The Junior Chemist will provide his own transportation to laboratory site. Robinson International will provide transport to the Junior Chemist for special assignments away from the laboratory area.

Job Assignments:

Despite of the regular pre scheduled working calendar dates and time, Junior Chemist must be ready to accept job assignments at any time, including scheduled days off. Overtime must be worked as required. Attendance and performance of training, updating modules and safety meetings is mandatory to all laboratory personnel.

Employee Physical Demands:

The physical demands described here are representative, but not necessarily all-inclusive, of those that must be met by every laboratory department employee to successfully perform the essential functions of this job. Reasonable accommodations or extraordinary equipment and safety materials will be provided to enable individuals to carry out their specific functions without limitations and under a controlled working environment. Personnel with certain disabilities or restrictions are manifested to perform the essential functions required by the company without compromising the individual safe.

Robinson International requires the Junior Chemist to meet the following physical qualifications:

1. Pass the drug and alcohol test specified by Robinson International for safety employees and Drugs and Alcohol company program.
2. To have the ability to safely perform inspection work while wearing required safety equipment at the different weather environments.
3. While performing the duties of this job, the employee is regularly required to stand for extended periods; use hands to handle, or feel objects, tools, or controls; talk or hear; and to smell. The employee frequently is required to walk, sit, and reach with hands and arms; and to stoop, kneel, crouch, or crawl.
4. Demonstrate capacity to work in the presence of chemicals without allergic affections, reactions or nausea, when odors, exposure or contact with are within Occupational Safety and Health Act (OSHA) designated permissible exposure presence limits.
5. Pass a physical examination by a physician designated by Robinson International, both before employment and at any time during employment upon request of Robinson International to confirm the Inspector's ability to perform the essential job functions of the position.

Working Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the functions of this job. Reasonable accommodations may be made to enable individuals with restrictions or disabilities to perform the essential functions when safety is not compromised.

While performing the duties of this job, the employee may be exposed to fumes, airborne particles, and toxic or caustic chemicals. Robinson International provides product information, training, engineering controls, and personal protective equipment in an effort to protect employees from exposure to potentially harmful levels of those materials. Employees are required to read product information, use available engineering controls, follow guidelines presented during training, and be able to wear and use appropriate protective equipment, including respiratory protective equipment, as may be required by the work environment.