JOB DESCRIPTION

| **TITLE** | ORGANIC CHEMISTRY SCIENTIST | | |
| --- | --- | --- | --- |
| **Reports To:** | [INSERT TITLE] | | |

**Job Purpose**

The Organic Chemistry Scientist is a proud ambassador of our brand, embodying the values and culture of [Organization Name]. The position is responsible for performing multi-step syntheses of novel, small molecules and preparing libraries of compounds that will be tested, purified and characterized in order to develop [INSERT PRODUCT]. This position will advance the organization’s goal of [INSERT ORGANIZATION GOAL].

The Organic Chemistry Scientist is a member of the research and development team, responsible for a diverse line of products, overseeing compliance with all regulatory and safety governmental and industry requirements. This position will conduct research to develop new formulations and specifications as well as devise new applications of organic products and compounds. The Organic Chemistry Scientist is ultimately responsible for the quality optimization of raw materials, packaging and finished products by collaborating internally with their team members, production, QA, and engineering and externally with suppliers and industry regulators.

**Key Responsibilities**

Key responsibilities include, but are not limited to:

* Examining and documenting structures, properties, and reactions of plants and implementing strategies to develop and/or enhance the organoleptic properties, and functionality of plant-based products.
* Working with ingredient suppliers to recommend new product solutions that will improve finished products.
* Conducting experiments on organic and inorganic compounds using chromatography, spectroscopy and spectrophotometry and creating new organic substances with unique properties and applications.
* Continuously researching the markets’ needs and addressing gaps that will satisfy customers' needs.
* Developing test solutions, compounds, agents and reagents for use in testing.
* Ensuring product quality from suppliers’ documentation to labelling analysis as well as final product testing analysis to ensure compliance with QA standards and company expectations.
* Developing and maintaining intellectual and material property including technical papers, reports, and patents and documented methods for novel processes.
* Working with purchasing, marketing, manufacturing and other stakeholders for product optimization and initiatives related to cost, marketing, packaging, etc.
* Purchasing and maintaining laboratory inventories.
* Maintaining a healthy and safe working environment at all times.
* Performing other responsibilities as assigned.

**Skills and Capabilities**

* Able to work on multiple different projects of varying lengths and complexity.
* Effective written and oral communication skills.
* Self-motivated; able to work in a fast-paced environment with minimal supervision.
* Strong interpersonal skills; client focused; able to lead a team.
* Adapts to new scientific discoveries and business needs and prioritizes accordingly.
* Highly accurate with strong attention to detail.
* Advanced critical/logical thinking, analysis, and reasoning to identify underlying principles, reasons, or facts.
* Proficient in and quick learner of scientific software, equipment and products.

**Education and Experience**

* Bachelor’s or Master's Degree - Organic Chemistry or relevant.
* Minimum of x years of experience in synthesis and analysis of small molecules and small carbohydrates.
* Experience in planning and executing complex syntheses is required.
* High proficiency with thin layer chromatography, column chromatography, recrystallization, and other purification methods.
* Strong knowledge of NMR and Mass Spectrum Analysis.
* Strong knowledge of Canadian standards/regulations.
* Extensive knowledge of scientific software, equipment and products.
* Fluency in English is required. Working knowledge of French is an asset.

**Working Conditions**

* Work is performed onsite/hybrid/remote, in a laboratory setting within a [Insert type of facility] facility.
* Required PPE worn properly and safety features on equipment utilized, at all times.
* Occasionally lift up to 50 lbs.
* Sit and stand, sometimes for long periods.
* Exposure to computer screens, sometimes for long periods.
* Work overtime or outside of core business hours, as required.
* Travel Requirements: XX% of total working hours, annually.