

## **RAW MATERIALS TECHNICIAN**

The Raw Materials Technician has the responsibility to quarantine, record and release all raw materials used in product manufacture.

### Essential Duties:

- Quarantine and release of all raw material inventory according to the SOP
- Prioritize release of materials based off manufacturing, PD, and QC needs
- Maintain inventory of retained samples and dispose when expired.
- Maintain tracking of all raw materials to be tested or used in final formulation.
- Maintain SOPs related to the quarantine and release of controlled raw materials.
- Prepare and ship raw material samples for outside testing (WFI may be sampled by QC)
- Maintain the overall appearance of the raw materials area.
  - Facilities will maintain the tanks (oxygen, liquid nitrogen, carbon dioxide, etc.)
- Follow Good Manufacturing Practices (GMPs) and Standard Operating Procedures (SOPs)
- Other duties as assigned or determined by Area Management
- Answering and receiving packages/ deliveries when required.
- Taking out the Trash when required.
- Perform other QC Testings as needed dependent on the qualification status.

### ***EDUCATION and/or EXPERIENCE***

Associates Degree or equivalent; or one to three years related experience and/or training; or equivalent combination of education and experience.

Contract to hire position.

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