

## JOB VACANCY - LABORATORY SUPERVISOR

**Job purpose and scope:** The laboratory Supervisor is responsible for managing the daily operations of the lab. The Laboratory Supervisor will work in collaboration with numerous departments, have a thorough understanding of all Axion Polymers' processes and contribute towards business decision making.

**Location:** Salford, Manchester

**Working hours:** 37.5 per week (with some weekend working on a rota basis)

### Principal Accountabilities:

- Day to day responsibility for Laboratory and Quality Control, ensuring timely completion of analysis.
- Purchasing of equipment and supplies to ensure the lab runs smoothly.
- Ensuring laboratory procedures are kept up to date, creating new documentation when required.
- Ensuring laboratory staff are trained appropriately and comply with all lab rules and regulations including company health and safety policies to guarantee high quality results.
- Ensuring safe disposal of laboratory chemicals and all laboratory waste.
- Ensuring that a high standard of housekeeping is maintained within the laboratory and adherence to H&S practices.
- Direct responsibility for supervision of laboratory staff concerned with bulk and finished products testing, raw material testing, complaints testing, validation of samples (processing and cleaning validation samples etc) in process QC, development & validation of analytical methods.
- Taking the lead in internal audit teams, as well as providing monthly KPIs/Reports of laboratory performance to management, as well as highlighting potential issues quickly and implementing effective CAPAs (Corrective and Preventive Action) if required.
- Maintaining the quality management system.
- Carrying out laboratory procedures as described in standard operating procedures in a safe and professional manner in order to produce results to the required quality.

### Required Qualifications/Experience/Competencies:

- Ability to work independently as well as part of a team
- To be reliable and punctual
- Positive, can do attitude and self-motivated
- Excellent attention to detail
- Well organised and work well under pressure
- Excellent interpersonal skills
- Excellent written and verbal communication skills
- Competent in using IT systems including Microsoft Excel and Word
- Qualifications to include Grade 4 or above in GCSE Maths and English (or equivalent).

### Applications:

Please email your covering letter and CV to [jobs@axionrecycling.com](mailto:jobs@axionrecycling.com), or hand your covering letter and CV to Laura Smith, Commercial Operations Manager.

Alternatively please post your covering letter and CV to:

Emma Barton, Axion Recycling Limited, Unit 2 Tudor House, Meadway, Bramhall, Stockport SK7 2DG

**Posted: 02 May 2019**

**No agencies please**