



P.O. Box 100
121 Zeh Avenue
Brewster, MN 56119-0100

Phone: (507) 842-6677
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Minnesota Soybean Processors

Title Biodiesel/Refinery Laboratory Technician
Department Lab
Reports To: Lab Manager
Supervises N/A
Revision Date 06/15/2017

Objective Responsible for laboratory testing of soybean meal, pellets, hulls, oil, biodiesel, biodiesel by-products, oil laboratory samples. Maintain a clean, professional, and safe working environment in the lab at all times. Run multiple tests in accordance with MnSP SOP's, ensure tests are completed in a timely manner and complete tests in a frequency established by the Lab Manager.

Essential job functions

- Exhibit safe work practices as a condition of employment, discussing problems or unsafe conditions with management.
- Coordinate work functions with fellow lab employees and other departments.
- Perform all lab procedures as assigned by the lab manager in accordance with standard lab practices (ASTM and AOCS) methods independently. Also will be required to learn and perform Process laboratory procedures when needed.
- Demonstrate ability to understand and interpret lab results and reports.
- Accurately complete all applicable lab reports.
- Perform planned maintenance functions and repairs to all lab equipment in order to ensure accurate lab results.
- Keep accurate inventory of supplies, and communicate with Lab Manager when more need to be ordered.
- Show an understanding of how changes in the product may have an effect on lab results.
- Calibrate and or run check standards on all lab equipment.
- Show an understanding how laboratory functions may affect other departments and gain the ability to coordinate required work with those departments.
- Know and understand all required ASTM and AOCS test methods. Also responsible for understanding and following all BQ9000 and other quality control programs.
- Train and qualify on process laboratory procedures.
- Foster a culture of safe behavior and environmental compliance at all times.
- Work in an honest and ethical manner; maintain confidentiality on all business related matters.
- Physically report to work on time at their assigned locations and is seldom absent.
- Maintain a team environment with other departments at all times.
- Maintain a high level of customer service and friendly atmosphere.
- Required to work weekends and holidays as needed.
- Follow all company policies and procedures.
- Other duties as assigned.

Qualifications

Technical

- Two year science related degree and/or equivalent laboratory experience.
- Must possess the ability to communicate both verbally and written.
- Basis troubleshooting skills and prior analytical experience required.
- Knowledge in Microsoft Office Suite and the ability and willingness to learn new software applications.



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- Maintain a safe, positive work attitude. Must be self-motivated and able to work well with others. Must possess willingness to be team member.

Physical

- Ability to frequently bend, squat, climb, stand, walk, use fine finger movements, and push/pull.
- Ability to occasionally crawl, climb, kneel, handle objects, and reach above shoulder level.
- Climbing several flights of stairs and ladders.
- Wearing personal protective equipment.
- Ability to frequently carry/lift light to moderate loads of 25-50 lbs. and occasionally carry/lift over 50 lbs.

Working Conditions

- Exposed to multiple chemical reagents.
- Possible exposure to excessive noise.
- Possible exposure to dust, fumes, and gases.
- Occasionally works around moving machinery; drive motorized equipment; and work on or around high structures.
- Required to work weekends and holidays when scheduled.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.