

JOB DESCRIPTION

Job Title: R&D Chemist
Department: Research & Development
Reports to: Sr. Formulation Chemist
Employment Type: Full-Time
FLSA: Non-Exempt
Education: Bachelor's degree

SUMMARY:

With direct supervision, this position develops personal care and color cosmetic products to meet customer demands.

ESSENTIAL FUNCTIONS and RESPONSIBILITIES:

- Create formulations based on the PDR from clients.
- Make laboratory batches of personal care and color cosmetics.
- Test batches for product conformance.
- Stability test and monitor results of lab batches.
- Work on existing formulations to enhance or troubleshoot formulations.
- Monitor pilot batches in production.
- Make ingredient listing and provide documentation support to client.
- Keep accurate records of batches and stability results.
- Meet with customers and raw materials vendors as necessary.
- Maintain cleanliness and organization of laboratory.
- Review industry publications and raw material literature to increase awareness of industry trends.
- Must adhere to safety standards during laboratory work, such as wearing protection clothing and taking additional precautions as needed.
- Communicate product/projects updates to clients.
- Perform other duties and projects as assigned.

SKILLS & KNOWLEDGE:

- Ability to follow a written formulation / direction.
- Mathematical comprehension
- Knowledge of skin care industry.
- Excellent oral and written communication skills.
- PC literate in various databases.
- Detail-oriented.
- Strong organizational and multi-tasking skills
- Excellent interpersonal skills
- Must work well with others or alone, under minimal supervision
- Must perform well under pressure and deadlines