



Title: Analytical System Specialist

Last Revised Date: 3/1/2022

Reports To: Director, Food Safety and Regulatory

Department: 501 - Lab/QA

Location: Corporate (10)

FLSA Status: Exempt

Summary / Objective: The Analytical System Specialist has responsibility for performing the defined duties necessary to implement, configure and support LIMS and other analytical process to the highest quality, and to ensure that such services are provided in a timely, safe, legal, and ethical manner. Responsible for all aspects of LIMS including facility installation/configuration, static data configuration, report development and supporting activities.

- Essential Functions:**
- LIMS Administrator
 - Train closely with LIMS vendor to gain a strong proficiency in LIMS configuration
 - Play a critical role in each site's LIMS implementation
 - Responsible for implementing “LIMS link” to connect to other laboratory equipment.
 - Manage and support the LIMS system post-implementation (troubleshooting, maintenance, software upgrades, and system improvements) in conjunction with IT.
 - Analytical
 - Troubleshoot and train others on lab equipment operation and troubleshooting, including LECO proficiency.
 - Support test method development and validation.
 - Optimize current and new laboratory test equipment and methods to increase efficiency and reduce costs.
 - Develop corporate lab testing policies.
 - Manage MSG internal split sample program.
 - Manage day-to-day relationships with outside 3rd party laboratory vendors.

Supervisory Responsibilities: None

Work Environment: QA Lab - Exposure to both laboratory environment and manufacturing plant. Subject to noise, odor, dust and discharge from production process. Exposure to various laboratory chemicals.

Physical Demands: Sedentary Work - Lifting 10lbs Max

Travel: Up to 50%

Education:	Required:	Bachelors Degree or Equivalent	Food Science, Chemistry, Microbiology, or related
	Preferred:	Choose an item.	Click here to enter text.
Experience/Qualifications:	Required:	<ul style="list-style-type: none"> • Minimum 3 – 5 years’ experience in a Quality Lab testing related role. • Experience with LECO and NIR (Near Infrared Technology) required. • Exceptional interpersonal, communication and organizational skills. • Very detail oriented. • Excellent computer and software application skills. 	
	Preferred:	<ul style="list-style-type: none"> • LIMS and SQL database knowledge preferred. • Food Safety experience preferred. 	
Other Duties:		<ol style="list-style-type: none"> 1. Take personal responsibility to engage in plant and food safety practices to prevent hazards that cause foodborne illness or injury and provide a clean, safe work environment and quality products. 2. Qualified and trained individual will provide as a back-up in the event of an absence of another employees. 3. Read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. 4. Perform special projects and other responsibilities as needed. 5. Duties, responsibilities and activities may change at any time with or without notice. 	

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.

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