Job Title: Product Development Chemist

Department: R&D

Reports To: Senior Product Development Scientist

Date: February 23, 2021

**Purpose:**

This position supports product development activities from pre-formulation through formulation and prototype development, to transfer of the product and associated analytical methods to R&D manufacturing and analytical teams. The Product Development Chemist will prepare formulations and conduct associated testing and analysis to support product development scientists across the range of current projects through execution of assigned experimental plans. They will also provide practical and administrative support in maintaining lab inventory, ordering materials and assisting with lab organization.

**Responsibilities:**

* Follow assigned experiments to complete bench work aimed at assembling formulations, including preliminary experimentation such as determining compatibility and dissolution.
* Perform routine chemical tests and analyses as part of assigned experimental plans.
* Maintain detailed records of experimental inputs, conditions, observations, and processed data in appropriate formats, eg. notebooks, spreadsheets.
* Communicate all experimental outcomes clearly and in a timely manner to product development group members.
* Coordinate requests and sample assembly for analytical support from internal teams.
* Provide ongoing support in the ordering of consumables and formulation materials.
* Maintain the chemical inventory and general lab organization, especially as it pertains to housing new materials and equipment.

**Qualifications:**

* Bachelor’s degree in chemistry, biochemistry or related science field with a minimum of 1 to 3 years of professional experience.
* Experience in formulation science or analytical testing, from preformulation to prototyping stage.
* Experience with analytical techniques such as GC or HPLC a plus.
* Demonstrated abilities in compiling and analyzing data in spreadsheets along with statistical data analysis (eg. Excel, Minitab).
* Excellent analytical, technical writing, communication and data management skills to present data to internal technical teams and coordinate with service teams.
* Highly motivated and self-driven individual with ability to work independently, plan and prioritize tasks, and adhere to set timelines in support of team and company objectives.

**Preferred Qualifications:**

* 1 to 3 years experience in the FDA drug/pharmaceutical/medical device industry.
* Demonstrated in-depth scientific knowledge and experience in formulation development for drug delivery systems.
* Experience in the development of pharmaceutical dosage forms and polymeric drug delivery systems with emphasis in film coatings.
* An understanding of drug and formulation characterization, polymer science, analytical methodology, optimization and scale-up.
* Familiarity working in an environment governed by cGMP, cGLP, USP and the regulatory requirements for pharmaceuticals.

Employee Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_