

CARO Analytical Services is an employee-owned environmental and food laboratory that provides professional analytical testing services to public and private clients throughout Western Canada. Whether supporting a client cleaning up a contaminated site, providing water quality data to ensure Canadians have access to clean water, or supporting the government in testing our food source for potential pesticide exceedances, CARO provides the data essential to the success of these programs. CARO also happens to have a pretty awesome corporate culture thanks to a great team of employees who take their jobs seriously, but not themselves: We are charismatic scientists, driven to make the world safer and healthier.

DESCRIPTION: Microbiology Team Lead – Kelowna, BC *(Full Time)*

The Team Lead provides general oversight of a work area. They provide technical guidance and people-leadership to their team. As a Team Lead for CARO Analytical Services' growing laboratory network, your main responsibilities will include:

Quality Management

- Ensure work is carried out in accordance with the departmental Standard Operating Procedures Health & Safety policies and external accreditation requirements.
- Monitor and maintain laboratory QC standards. Responsible for the quality of data released from their work area & performing internal audits.

Production/Resource Management

- Ensure adequate supplies inventory and that equipment maintenance is maintained to provide a continuous quality production environment.
- Schedule workflow through the department so that client deadlines are met in a timely fashion.
- Solve day to day production and process problems within the department.
- Review analytical data and generates test reports (where required).

Operations

- Lead and coordinate the day-to-day activities in assigned area.
- Provide technical support to the sales and CS teams, act as the subject matter expert for technical inquiries.
- Ensure logbooks and equipment are appropriately maintained and verifications performed.
- Prepare queries to help monitor the daily workload and efficiency
- Accountable for the maintenance and calibration of all laboratory equipment in their area of supervision.
- Develop and validate test methods as required.

People Management

- Assist in the hiring process, train & motivate staff, set goals, review performance, and assess training needs, at least annually.
- Manage department coverage, schedules, overtime and timesheets.

Skills and qualifications:

- Post-secondary education in a related discipline or an equivalent combination of education and experience.
- 5+ years of experience in a laboratory environment is required.
- Supervisory experience is an asset.
- Proficient with standard computer software (MS Office, LIMS, etc.).
- Thorough understanding of overall work/sample flow with department and to other departments.
- Thorough understanding of overall required processes and documentation.
- Dynamic, energetic, motivated professional with high attention to details.
- Must be a self-starter with strong solution-oriented thought process.
- Ability to remain calm under pressure and lead a team during high energy situations.
- Must be able to multitask & manage time independently.
- Must be able to execute on timelines and expectations autonomously.
- Ability to recognize and react to changing work demands.

CARO Analytical Services offers attractive potential for career advancement, with competitive remuneration and benefits. If you aspire a career with a thriving, fast paced and growing company with top quality people, consider CARO.

Please email your resume to hr@caro.ca and put "Team Lead, Kelowna" in the subject line.