

LAB SUPERVISOR

RESPONSIBILITIES

- Layout design, selection of suppliers, item and service purchase, monitoring of contractors' work, cost management and update setup progress to the line manager and required stakeholders.
- Ensure the infrastructure and technical system installation implemented properly upon the approved plan; any changes must be communicated clearly and timely with the line manager beforehand.
- Write up analysis procedures followed standard methods and new guidelines for those activities dedicated to biomass scope, which cannot take advantage of the existing lab system.
- Train employee(s) and ensure their practices adherent to the internal guidelines and analysis protocols.
- Knowledgeable and experienced about lab quality system ISO 17025; able to organize all preparation for internal and external ISO 17025 audit and complete corrective actions.
- Coordinate and in support of the Food/Feed Lab manager and Regional lab coordinator.
- Collaborate with Food/Feed Lab manager to establish and execute common activities where possible: quality, QHSE, LIMs, sales, etc.

WORK REQUIREMENT

- University degrees in Chemistry or related discipline.
- At least 3-5 years working in biomass, coal laboratories and at least 3 years at management/supervision levels.
- Either very good proven experience with lab setup, or experience with establishing and managing an ISO 17025 accredited laboratory.
- Knowledgeable about woody biomass, coal, cokes.
- Good communication skills, both oral and written, in Vietnamese and English.