**Mass Spectrometry Supervisor (2nd Shift)**

**Company Requirements:**

In the performance of their respective tasks and duties all employees are expected to be engaged to the following:

* Perform high quality work within deadlines with or without direct supervision
* Interact professionally with other colleagues on all assignments
* Work effectively as part of a team on all assignments
* Work independently while understanding the need to communicate and coordinate work efforts effectively and closely with other colleagues in different laboratory areas and shifts

**Minimum requirements**: Hold an earned bachelor's degree in one of the chemical, physical, biological, or clinical laboratory/medical technology sciences and have at least six years pertinent clinical laboratory experience; OR master’s degree in one of the chemical, physical, biological, or clinical laboratory/medical technology sciences, and have at least four years pertinent clinical laboratory experience. [10NYCRR 58.1.4.c], and at least 4 years of pertinent GC and/or LC mass spectrometry experience.

**Responsibilities/Duties/Functions/Tasks**

**Responsible for:**

* Coordinate the activities of the drug testing laboratory on their shift
* Day-to-day supervision of test performance by testing personnel.
* Monitoring quality management/assurance/control indicators to ensure that acceptable levels of analytic performance are maintained.
* Assuring that all remedial actions are taken and reporting to Laboratory Manager whenever test systems/personnel deviate from the laboratory’s established performance specifications.
* In the event of non-conformances, ensuring that results of test examinations are not reported until all corrective actions have been taken and the test system is properly functioning.
* Providing training to personnel.
* Evaluating and documenting the competency of all testing personnel at a frequency defined by laboratory SOP
* Review instrument maintenance logs at least monthly, and assure that all remedial actions are taken and reporting to Laboratory Manager whenever equipment performance deviates from the laboratory’s established performance specifications.
* After non-conformance is evaluated and corrective actions are taken, authorize that the process is resumed to perform regular testing procedures.
* Monitor inventory of laboratory consumables
* participate and execute special projects
* Initiating troubleshooting when issues arise
* Collaborate with Manager, other Supervisors, and other Senior FACs

**Special Position Requirements**

Lab positions generally involve handling of biohazard materials and hazardous substances.

Scheduled hours are Monday-Friday 3:00pm-11:30pm.

**Preferences**

* Experience developing extraction procedures and chromatography/mass spectrometry methods
* Six-years’ work experience in a forensic toxicology laboratory
* Previous leadership experience in a toxicology laboratory setting
* Experience reporting positive forensic toxicology test result.

**Work Requirements**

At times, depending on the needs of the company and shift, it may be necessary to work on weekends. At times, overtime may be required for full time positions.

**USDTL is an Equal Opportunity Employer.**

**Send Resume to Mary Jones (mary.jones@usdtl.com)**