

Eastman
Job Description Form

Position Title Laboratory Technician, Core Coatings	Department Technology, Additive & Functional Products
Reports To (Title) Group Leader/Team Leader, Core Coating	Location Shanghai

POSITION PURPOSE

This posting is for a Laboratory Technician in the Specialty Coatings Technology Division of Eastman Chemical Company in Shanghai. The incumbent will be primarily responsible for supporting laboratory work related in the Core Coatings segment. This person will perform coatings formulation work outlined by Technical Service Representatives which includes testing of Eastman and non-Eastman raw materials, end-use formulations and competitive benchmarking. He/or She will be involved in the documentation of experimental results, day-to-day operations to ensure that laboratory work processes can be carried out smoothly and safely. This will also include involvement in the maintenance of laboratory equipment, requisition of raw materials and purchasing of lab consumables/equipment.

JOB FUNCTIONS:

- Attend safety meeting/activities, carry out safety inspections, comply and promote Safety Culture
- Carry out chemical and physical testing of raw materials and end products
- Formulate Eastman's raw materials into coatings for testing
- Organize and prioritize experimental work based on timelines and objectives outlined by supervisors
- Document and report laboratory work
- Handling of chemicals (receiving & shipping)
- Prepare and submit samples for physical and analytical testing
- Carry out laboratory equipment operation & maintenance
- Assist AD & technical service representatives in providing training and demonstration
- Work with vendors to ensure that raw materials, equipment and consumables are available for smooth laboratory operations.
- Maintain lab housekeeping in a customer ready state

KNOWLEDGE AND SKILL REQUIREMENT

- Qualification
Bachelor Degree – 1 to 2 years or fresh graduate
Associate Diploma – 3 years lab experience and coating lab experience is preferred
- Judgment – Good planning to ensure that materials & equipment are available when required for laboratory testing. Notify peers and supervision when issues related laboratory safety is being observed.
- Initiative – Must be self-motivated, looking for ways to improve laboratory work processes, testing accuracy and safety.
- Technical Skills - Good knowledge in chemical formulation including handling and blending of chemicals. Must have the ability to perform calculation required for formulation work. A good understanding of coatings or inks applications would be preferred.
- Computer Skills – Able to use Microsoft Outlook, PowerPoint, Word and Excel
- Language Skills – English and Chinese
- Communication Skills – Must be able to communicate experimental results clearly to peers & supervision through email, verbal communication and/or concise report. Require to update research notebook clearly and promptly.
- Teamwork – Must be able to work with people having different personalities and different job functions.

TRAVEL REQUIREMENTS

- Not Applicable

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