

## Position Description Technician

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<b>Reports to:</b>	Operations Coordinator
<b>Direct Reports:</b>	Not applicable
<b>Delegation:</b>	Not applicable
<b>Functional Role:</b>	A member of the laboratory team responsible for carrying out Laboratory analyses.

### Key Relationships:

#### *Internal –*

- Operations Coordinator
- Operations Assistants
- Laboratory Technicians
- SAITL Management team

#### *External –*

- Customers
- Fonterra Te Rapa laboratory staff

### Principal Accountabilities:

#### **Operations –**

- Carries out routine and some specialized laboratory analyses
- Demonstrates technical knowledge related to the tests
- Initiates follow up on Quality control matters
- Carries out training in routine laboratory functions

#### **Health & Safety –**

- Actively works within the SAITL Laboratory Health & Safety guidelines
- Reports all incidents and assists in completing the documentation
- Actively identifies hazards and reports the hazard to a supervisor and assists with documentation completion
- Participates in Health & Safety training

### **Customer Service and Relationships -**

- Understands SAITL's customer service commitment
- Informs the supervisor of any customer queries received

### **Other**

- Undertake any other responsibilities or duties as may be assigned by the Operations Coordinator, from time to time, in order to ensure the continuous operation of the business.