



**BUREAU
VERITAS**

CAREER OPPORTUNITY

JOB TITLE	JOB CLASSIFICATION	JOB REF
TIM Floor Technician	PROD	TIMFLRT
STARTING WAGE	LOCATION	POSTED DATE
\$15.00 per hour	Timmins, ON	June 1, 2018

POSITION SUMMARY

Reporting to the TIM Branch Manager, the TIM Floor Technician performs duties relating to the preparation of client samples for analysis.

DUTIES & RESPONSIBILITIES:

- Prepare dried samples by crushing, pulverizing or sieving according to Standard Operating Procedures without deviation unless authorized by the Timmins Floor Supervisor.
- Scans crushing/pulverizing equipment used and job boxes to the next station upon completion of pages, as required.
- Prepare samples for FA analysis including weigh, load, pour and pound a fusion accurately
- Set up a crucible set for mixing, including discarding all crucibles that should be discarded
- Cupelling of samples including loading and unloading of buttons from cupelling ovens as well as accurately transferring the beads to test tubes for instrumentation analysis
- Ensure fast and accurate processing of incoming samples in priority sequence
- Perform and document quality checks at all stages of sample handling, halting production where necessary by Hold card
- Operate fusion equipment and ensure all required calibration records are maintained
- Comply with all occupational safety regulations, laboratory safety procedures, and requirements of ISO Quality System SOPs
- Other duties as assigned from time to time

EXPERIENCE & QUALIFICATIONS:

- Minimum High School Diploma
- Experience using heavy equipment an asset

SKILLS, KNOWLEDGE & ABILITIES:

- Detail oriented
- Ability to work independently and with others
- Has excellent command of the English language, both verbal and written
- Basic computer operating knowledge
- Able to manage time sensitive deadlines

~ PLEASE QUOTE JOB REF. IN THE SUBJECT OF YOUR E-MAIL ~

E-mail applications without the Job Ref in the subject line will not be considered.

Please contact: Stephane.Leduc@ca.bureauveritas.com