



# GCA Laboratory Positions

\*\*\* LOCAL CANDIDATES - PRINCIPALS ONLY \*\*\*

**Gulf Coast Authority is in southeast Houston, Texas. Established by the Texas Legislature in 1969, we recently celebrated our 51<sup>st</sup> year of protecting the waters of the State of Texas and continue a significant role in improving the water quality of Galveston Bay, Houston Ship Channel and the state of Texas.**

GCA growth has created a need for additional talent in its Central Laboratory. Our Central Laboratory is a NELAP accredited, full-service lab that operates 365 days/year. It has broad sample capabilities, rapid analyses turnaround time, web-based laboratory information management system that provides quick access to test results and analysis quality control. GCA's lab conducts tests daily for over 400 potential pollutants and provides data for regulatory compliance reporting. The Central Lab is accredited by the National Environmental Laboratory Accreditation Program (NELAP) and the Texas Commission on Environmental Quality (TCEQ) and the American Association of Laboratory Accreditation (A2LA) for field pH testing. All lab positions are considered essential positions and lab personnel will need to be available during catastrophic events such as but not limited to hurricanes, pandemics, storms, plant emergencies in accordance to the safety plan. Visit our website at [www.gcatx.org](http://www.gcatx.org) for more information.

**GCA Central Lab has immediate needs for qualified candidates in the following positions:**

**Conventional Chemist I, (Entry Level) - Wed-Sat shift, 6 am – 4:30 pm, pay range: \$20.07-\$31.64 max**

**Job Summary:** Perform a variety of chemical laboratory tests using prescribed methods and procedures. Analyze samples as directed. Calculate and record data for testing. Perform support functions as needed by the test procedures. Reports to Lab Coordinator. This position is an essential lab position and lab personnel will need to be available during catastrophic events such as but not limited to hurricanes, pandemics, storms, plant emergencies in accordance to the safety plan.

**Typical Duties and Responsibilities:** Perform the setup, reagents preparation, calibration, testing, calculation, reporting, and cleanup (after training period) of parameters that are performed by the different rotations in the Conventional Lab. Tests are grouped and classified within the Conventional Laboratory into rotations. Conventional Chemist I shall be proficient in all aspects. Repair instrumentation and equipment as needed. Limited to routine repairs, troubleshooting, and preventive maintenance (as trained). Perform QA/QC as required within established QA/QC guidelines. Perform all duties in a safe manner, including housekeeping duties as required which may include: Dishwashing, Proper bottle disposal, Proper sample disposal, and other housekeeping duties as required by the testing and maintain clean lab and work area. Make standards and reagents as required by testing or requested by other facilities. Maintain logbooks as required. Perform duties within timeframes prescribed and at expected level of quality, quantity, and teamwork. Perform data entry as required by testing. Adhere to basic lab courtesies, protocols and lab policies in performance of job functions. Maintain proper stock of supplies, reagents, and standards. Adhere to basic Laboratory courtesy. Assist in the maintenance of SOPs and GOPS. Perform other duties as required.

**Knowledge, skills, and abilities:** Knowledge of basic chemistry. Knowledge of basic laboratory techniques and equipment: pipettes, burettes, graduates, beakers and flasks, other basic lab equipment Knowledge of basic computer skills. Knowledge of basic math. Skilled in the use of (or trainable): pipettes, burettes, graduates, beakers and flasks and other basic lab equipment. Skilled in computer functions and appropriate software (i.e., Microsoft Office). Skilled in the use of basic math and laboratory calculations. Skilled in the use of office equipment including copy machine, calculator, and fax machine. Ability to properly use: a balance, a thermometer, hand tools (screwdriver, wrenches, pliers, etc.), drying ovens, tweezers and tongs, other lab equipment required by testing (as trained) and a pipette bulb. Ability to properly perform test methods assigned. Ability to read and follow methods for test procedures, reports, and QC. Ability to read and implement Instrument/Equipment manuals. Ability to read, comprehend, and implement test methods. Ability to read, write, and communicate orally in English in a fluent manner.

**Environmental conditions:** Work is performed primarily indoors (lab environment) but may be required to work outdoors in and industrial environment. May be exposed to release from surrounding complex or laboratory which may include but not be limited to: low level beta particles (Ni 63) radiation source, chemicals, solvents, electrical (instrumentation), fumes and odors, dust, toxic waste and other hazards associated with working in an industrial area.

**Education, certification, and experience required:** Bachelor's Degree in Chemistry, Biology, Environmental Science or equivalent degree with laboratory experience. Must possess a valid driver's license.

**Physical requirements:** Ability to sit, stand, walk, and twist upper body while performing the job, possibly for extended periods. Ability to kneel, crouch or stoop, squat, and climb as needed in performing the job. Ability to grasp with the hands to perform test procedures including using small tools as needed for the job. Ability to work with the hands in confined spaces

(instruments/equipment) as needed for maintenance or performing the job. Ability to grasp and move gas cylinders with the hands (safely) for installation. Ability to lift and push up to 40 pounds. Ability to use material handling equipment as needed to relocate equipment as needed (such as gas cylinders). Ability to be fitted with respirator and safety glasses and other PPE required.

**GCA offers a stable work environment and a competitive salary and excellent benefit package to the right individual but does not provide reimbursement for relocation expenses. Check our website at [www.gcatx.org](http://www.gcatx.org) for additional information.**

**Again, principals only, please, and no phone calls. To be considered, apply on our website at [www.gcatx.org](http://www.gcatx.org). All inquiries remain confidential.**

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, skills, and physical demands required of personnel so classified.