



Company Profile:

[Keystone Labs](#) is a customer focused company that offers method development, microbiological and analytical testing according to regulated industry requirements. Keystone has dedicated and experienced professionals that deliver quality test solutions, specializing in adapting to client testing needs.

Position 1: Laboratory Analyst

Are you looking for a dynamic laboratory work environment that offers flexible work hours?

Keystone Labs is looking for an energetic, highly motivated and extremely organized individual who works well in a team-based environment. Our current opening is for a Laboratory Analyst.

Qualifications

The successful candidate will have a Bachelor of Science degree or diploma in biology or chemistry related program.

At least 2 years of experience working in a laboratory, preference for experience in a microbiological lab or research and development setting. Strong communication (oral and written) and organizational skills; accuracy and attention to detail.

Some duties will include:

- Conduct laboratory tasks according to instructions and supervision of Team Leader and perform sample analysis according to approved SOP's and GMP.
- Analytical analysis including GC, HPLC, protein assays, ELISA, TOC, pH & conductivity.
- Microbiological analysis including sterility testing, endotoxin determination, enumeration and microbial identifications.
- Conduct timely analysis and review of data and ensure a high degree of accuracy.
- Client management, including planning/scheduling projects, writing protocols, providing testing updates and keeping an open line of communication throughout the project.
- Sample management, including assignment of testing and entry into sample tracking system.
- Prepare laboratory solutions and microbiological media.
- Equipment preventative maintenance and calibration.
- Complete quality documentation such as deviations, out of specification reports and investigations.
- General laboratory cleaning and maintenance.
- Perform other duties as required.

Please email your resume to: key@keystonelabs.ca

Posting date: 15 January 2012

Closing date: until filled

**Position 2:
Laboratory Assistant**

Are you a motivated Biological Science student looking for experience in a dynamic biotechnology laboratory environment that offers flexible work hours?

We are looking for an energetic, highly motivated and extremely well-organized individual to work between 8-20 hours/week. This individual will work as part of a team to keep the lab well organized as well as assisting in our Testing Services and Quality Assurance departments. This individual should be comfortable in the lab as well as in an office setting.

Some duties will include:

- Maintain proper housekeeping of the laboratory including the cleaning of laboratory instruments
- Prepare laboratory solutions and microbiological media
- Assist with microbiological and analytical assays
- Equipment preventative maintenance and calibration
- Handle and dispose of hazardous materials
- Processes Standard Operating Procedures and other documentation
- Maintain and update the document control and tracking databases
- Shipping, faxing, copying, shredding, and ordering supplies

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Closing date: until filled