

# Associate Process Engineer

**Position:** Associate Process Engineer

**Department:** Development, Biocoat, Inc., Horsham PA

**Reports To:** Process Engineer or President

**Status:** TBD

## **POSITION SUMMARY:**

Responsibilities include: work with the VP/CTO Coatings to develop coatings processes for new applications. Work with the Business Unit manager, Fertility Products & VP Reproductive Technology to develop improved/automated production processes. Work with the Production Manager – Coatings to improve/scale up/repair processes. Responsibilities may include the writing of SOPs or reports, documenting new equipment through the IQ/OQ/PQ processes, simple troubleshooting of some manufacturing or equipment issues, and interfacing with customers and/or auditors.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Responsibilities include, but are not limited to:

- Perform work in accordance with needs detailed by Process Engineer
- Operation and maintenance of the coatings line
- Assist Process Engineer with dip coater equipment to resolve problems, troubleshooting, and fixtures
- Assist with design, engineering, contracting of new/expanded facilities
- Assist licensees & prospects in setting up their own coating facilities with technology transfer, conceptual design, equipment specs, suppliers,

training, validation, etc.

- Provide full documentation on IQ, OQ and PQ activities
- Use proper cleanroom gowning and handling techniques, where applicable
- Prepare standard operating procedures or reports when necessary
- Interface with customers, suppliers, auditors, and agencies, when necessary
- Design of Experiments

### **QUALIFICATIONS & REQUIREMENTS:**

At the discretion of the hiring manager:

- Ability to operate in a cleanroom and laboratory environment
- Strong focus on safety, and ability to operate safely
- Plan and schedule work duties; self - starter
- Ability to interact with outside parties; good written documentation and verbal skills
- Strong Technical Writing Skills
- Ability to read, interpret, and follow written procedures
- Ability to work in a small company environment
- 2+ years chemical or mechanical engineering experience
- Experienced with small scale chemical process equipment

Experience in medical device industry is a plus