

## **Position: Lab Technician**

**Reporting To: Plant Manager, Kerrobert**

### **SUMMARY:**

Independent Energy Corp. is a privately funded corporation focused on the development of economical, environmentally friendly micro-refineries utilizing proprietary technology and high standards. Our senior management team has nearly 100 years of experience in all facets of upstream oil and gas production, transportation, and refining experience including facility conception and design, construction, operation, and regulatory compliance.

### **PURPOSE:**

The Lab Technician is responsible for operating a petroleum testing lab including the operation, maintenance and calibration of the lab instruments, record keeping and the ordering of supplies, ensures that any and all tests be performed according to applicable standards.

### **RESPONSIBILITIES:**

- Performs laboratory testing as per ASTM or relevant standards.
- Collects samples as required.
- Maintains and verifies calibration of lab instruments as required.
- Develops standard operating procedures for new lab instrumentation and ensure existing standard operating practices are accurate and up to date.
- Keeps records relating to test results and calibrations.
- Maintains safe work procedures and a healthy lab environment in compliance with IEC Safety and Environmental policies.
- Orders equipment and materials as required.
- Follows WHMIS and TDG standards when handling, storing, shipping product or materials.
- Assists in training less experienced lab staff.
- Communicates to management by addressing their concerns about test results, sampling procedures or standard operating practices.
- Keeps up to date with changes to industry accepted testing standards.
- Recommends appropriate replacement and advises on options for new equipment when necessary.
- Performs basic house keeping duties.
- Keeps an open line of communication with Lead Operator and reports any abnormal test results immediately.
- Communicates and follows Company Policies, Procedures and Guidelines.
- Represents the department and the Company in a professional manner.
- Reports all spills, emergencies, and injuries to management.
- Informs management of any lab issues affecting lab operations.
- Demonstrates a personal commitment and proactive approach to Environment, Health & Safety (EH&S) through participation in all applicable EH&S programs and ensures safe

operation of the branch, team or unit and compliance with all Company EH&S policies and procedures.

- Keeps up to date on all required training and certificates such as H2S, First Aid, Fit testing etc.
- Perform other related duties as required.

## **GENERAL REQUIREMENTS:**

- The Lab Technician position is a full-time, position based in Kerrobert, SK.
- Responsibilities for the role are based on a 40-hour workweek, however, job performance is not based on time served but on results achieved. Variations of this routine are possible relative to workload, timelines, deadlines, special projects, etc. When necessary, overtime work will be required.
- Support the vision and mission of the Company and be a model of the core values in all business contexts.
- Perform the responsibilities and duties of the role in a faithful, industrious manner.
- Conduct business ethically and with integrity.
- Safeguard confidential information and proprietary aspects of the business.
- Outstanding written and verbal communication skills.
- Superb proofreading and editing skills.
- Self-motivated, energetic, and results oriented.
- Proven team player who is flexible and adaptable.
- Rock-solid under pressure, with the ability to prioritize, shift gears and manage multiple demands.
- Proactive, accountable, responsive, organized, detail-oriented, reliable, and independent.

## **KEY REQUIREMENTS:**

- Post-secondary technology diploma such as chemical/civil or approved equivalent.
- Must have complete understanding of all ASTM test methods performed.
- A degree or diploma/certificate from a technical institution in a related field would be an asset.
- Knowledgeable in using Microsoft office applications. Advanced competency with Microsoft Outlook, Excel, Word.
- Valid Class 5 Saskatchewan Driver's License.
- WHMIS, TDG Certificate.
- Able to work shift work.

## **THE COMPANY:**

Independent Energy is committed to developing projects that bring economic value to the local communities while remaining in strict compliance with all applicable municipal, provincial, and federal regulations and industry best practices. Our success is built on the relationships we develop and maintain with all stakeholders throughout our projects.

Our projects consist of developing micro-refineries within Saskatchewan utilizing locally produced light sweet crude oil feedstock. Our Facilities encompass a small footprint and are located where we have direct access to existing utilities and infrastructure including rail services, power, natural gas, and crude oil.

Our facilities are constructed of modular components built within Canada and range in capacity from 10,000 barrels per day (BPD) up to 50,000 BPD with expansion capabilities based on market demands. The primary product produced is an ultra-low Sulphur (less than 15 parts per million Sulphur) diesel for the transportation and stationary engine markets across Western Canada. Other by-products produced from the Facility include naphtha and heavier hydrocarbon chain products.

### **HOW TO APPLY:**

If you are interested in applying for this position, please send your resume and cover letter to [hr@independentenergy.ca](mailto:hr@independentenergy.ca). Due to the high number of applicants we receive, only those candidates who are qualified will be contacted.

### **DISCLAIMER:**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of employees so classified. Independent Energy Corp. is an equal opportunity employer. Only candidates selected for a screening interview will be contacted.