PHOENIX
Environmental Laboratories, Inc.

Laboratory Technician - Second Shift

EXTENSIVE BENEFITS – NO EXPERIENCE NECESSARY – COMPETITIVE WAGES

Serving clients all throughout the east coast, Phoenix Labs is a profitable, progressive, and rapidly-growing environmental laboratory dedicated to providing clients with quality service and swift turnaround times. We're seeking applicants who are looking to jump-start a long-lasting career in environmental sciences, in the hopes that together we can advance to even greater heights! **We proudly commit to personally training our employees, including those with no prior experience, so that they can achieve great success no matter their position, and always look to promote from within the company first.**

We're in need of a full time, entry-level Laboratory Technician with great attention to detail, excellent organizational skills, and proficiency in working with a team in our Sample Prep Dept. for second shift. The hours are approximately 3 PM -11:30 PM Monday-Friday; flexibility in hours is possible in keeping with second-shift parameters. Must be able to work full time / 40 hours per week.

JOB DUTIES

The candidate will be provided with training and responsible for:

- Preparing and processing environmental lab samples according to EPA-established manual, automated, and instrumental methods,
- Completing appropriate logbooks for proper documentation in our Laboratory database,
- Accurately performing all extraction methods,
- Preparation of reagents or standards when necessary,
- Complying with QA requirements and Standard Operating Procedures,
- Adhering to the scheduled timeframe for preparation/analysis of samples,
- Maintaining a clean and orderly lab space,
- Proper handling of laboratory equipment and instruments,
- And following Phoenix safety protocols at all times.

Applicant may be standing for the majority of the shift, while equipped in company-provided personal protective gear and working with a variety of chemicals and environmental samples, which may have strong odors and fumes. Must be able to lift up to 30lbs., some lifting and crouching may be required.

BENEFITS

We're an employee-oriented essential business that seeks to work with our workers' needs and create a thriving, welcoming environment for every individual. Inner-company growth is common and comprehensive benefits including:

- Health, Vision, Dental, and Life Insurance,
- 401(k) opportunities,
- Long and Short-Term Disability,
- Generous PTO and leave policies,
- A Flexible Spending Account,
- A Health Reimbursement Account,
- An Employee Assistance Program,
- Free Gym Membership,

and more, ensure that employees are taken care of in and outside of the workplace!

QUALIFICATIONS

An Associates or Bachelor's Degree in a Science field is required; applicants currently working toward a degree or with environmental lab experience may be considered.

SALARY

$19 per hour to start.

Phoenix Labs utilizes an "employee-first" mentality; we work to ensure that every voice is heard, employees are as comfortable and happy as possible, and that each individual is provided the conditions they need to work safely and efficiently- we're more than willing to adjust one's position as needed. If you are interested in joining our team long-term and growing alongside us, please contact Kathy Letourneau at kathy@phoenixlabs.com!

NO PHONE CALLS PLEASE.

Laboratory Clerical Associate

NO EXPERIENCE NECESSARY – COMPETITIVE WAGES – ENTRY LEVEL

We're seeking a full-time, entry-level Clerical Associate with precise organizational skills, a dedicated manner, and proficiency in working both independently and with a team. Hours will run from 11AM-7PM / job completion Monday-Friday, with some flexibility depending upon workload. Ending times may vary- must be willing to work overtime when necessary.

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JOB DUTIES

Candidate will be trained in:

- Front desk reception,
- Data entry,
- Processing and receiving environmental samples, which entails:
    - Interacting with and assisting clients when necessary during sample drop-offs.
    - Assessing chains of custody and storing/transporting samples to their correct cooler or container based upon their paperwork.
    - Entering sample information into the Laboratory Information Management System.
    - Labeling samples and containers in accordance with their identification data.
    - Organizing samples numerically.
- Fielding phone calls,
- And miscellaneous clerical tasks.

Working with computers and Microsoft Office will be expected, and training in minor shipping and reception may occur depending upon times worked. Ability to adhere to standard operating procedures, and to remain efficient in a fast-paced environment is crucial. Applicant will be standing and sitting for the duration of the shift, and will be equipped with personal protective gear when working with samples. Must be able to lift up to 30lbs., some lifting and crouching may be required.

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SALARY

$19 per hour to start.

Interested parties must be over 18 years old.

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NO PHONE CALLS PLEASE.

PHOENIX
Environmental Laboratories, Inc.

Clerical / Bottle Prep Technician

EXTENSIVE BENEFITS – NO EXPERIENCE NECESSARY – COMPETITIVE WAGES

We're seeking a full-time, entry-level Clerical/Bottle Prep Technician with multitasking experience, precise organizational skills, and proficiency in working with a team. Hours will run from 9:30AM-6:30PM / job completion Monday-Friday; shift ending times may vary dependent upon workload, with flexibility in hours possible in keeping with first-shift parameters. **Must be able to work full time / 40 hours per week in a fast-paced, and at times physically demanding environment.**

Serving clients all throughout the east coast, Phoenix Labs is a progressive and rapidly-growing environmental laboratory located in CT, dedicated to providing clients with quality service and swift turnaround times. *We proudly commit to personally training our employees, including those with no prior experience, so that they can achieve great success no matter their position, and always look to promote from within the company first.*

JOB DUTIES

Training will be provided. The candidate will be preparing, labeling, and preserving bottles for stock, as well as being responsible for completing bottle orders for clients according to EPA established conditions. Preparing bottle orders for delivery by courier and/or commercial delivery service is also required.

Applicant may be standing for the majority of the shift, while equipped in company-provided personal protective gear and working with a variety of chemicals and environmental samples, which may have strong odors and fumes. Must be able to lift up to 30lbs., some lifting and crouching may be required.

BENEFITS

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SALARY

$19 per hour, overtime provided after 40 hours.

Interested parties must be over 18 years old.

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NO PHONE CALLS PLEASE

PHOENIX
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Facilities Maintenance Technician

COMPETITIVE WAGES – FLEXIBLE SCHEDULE – EXTENSIVE BENEFITS

Current, valid driver's license required.

Phoenix Labs is a progressive, rapidly growing essential business seeking an energetic, organized, and reliable individual to join our maintenance team full-time. Normal schedule is 8:30AM to 5:30PM, Monday-Friday; overtime is required, and will be given after 40 hours are reached in a workweek. Weekend work may be required when necessary- our facilities maintenance technicians contribute a wide variety of service and support-related tasks within the company.

JOB DUTIES

The applicant will be provided with training and all necessary tools; responsibilities may include but are not limited to work in the following areas:

- General mechanical repairs, replacing belts, motors, fume hood maintenance, repairing / replacing water pumps / vacuum pumps, greasing fixtures,
- Plumbing, copper, pex, 3 way valving, pro-press, sinks, faucets, sumps,
- HVAC / Water Chilling Systems, installing and repairing ductwork, booster fans, dampers, chilling lines,
- Commercial refrigeration systems,
- Programmable or Pneumatic controls, heating blocks, actuators for air and water,
- General building/facility maintenance, commercial walls, ceiling tiles, painting, flooring, lighting,
- Fabrication of custom hoods, intake and exhaust ducting, countertops and shelving,
- Assembly of racks, carts, furniture,
- And laboratory instrument repairs/upkeep.

Competencies from entry level to experienced will be considered; good mechanical aptitude and some knowledge of hand and power tools is required for any skill level. Candidate will be standing and walking for the majority of the shift, occasionally carrying or transporting materials. Must be able to lift at least 50lbs.; stooping, lifting, climbing ladders, and other manual labor often required. Full personal protective gear will be provided when in laboratory areas and/or handling samples.

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All applicants will be subject to Investigative Consumer Reports of both Driving History and overall Background prior to their first day working in the facility; a clean record is a condition of employment.

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