



Position: Sample Receiving Technician
Full time- Entry Level-Nonexempt

Environmental Lab in Billings, Montana has an opening for a Sample Receiving Technician.

Founded in 1952, Energy Laboratories, Inc. (ELI) is an independent environmental testing laboratory specializing in organic, inorganic, trace metals, microbiological and radiochemical analysis of water, waste, soil, air and petroleum product samples. ELI's continued success depends upon providing quality services to municipalities, state and federal government agencies, and the private sector. ELI has extensive experience with energy and mining related industries as well. The company has been an industry leader 60 plus years with six facilities in the Rocky Mtn. Region.

ELI is seeking a motivated individual for Sample Receiving Technician. This is an excellent job for the person who is looking for a chance to grow and excel in a strong company. If you are an enthusiastic, dependable, career minded person looking for a challenging opportunity this job may be for you. The Sample Receiving Technician is integral position in the lab. The position is responsible for providing customer service in person and over the phone, receiving/preparing all samples and entering them into the LIMS. The technician in this position must be able to interpret analysis required by customer and be the liaison between the customer and the analyst in the laboratory.

The successful candidate will have the ability to communicate environmental and technical information. They must be able to coordinate job responsibilities, work well in a team environment, be detailed oriented, an independent problem solver, fast learner and be able to work with little or no supervision in meeting deadlines. Being extremely organized, having excellent time management skills and a strong sense of motivation are expected. Other requirements include, strong computer skills, critical thinker, organizational skills, interpersonal skills, time management, phone skills, multi-tasking, be self-directed and a quick learner. A degree in Chemistry/Biology or environmental lab experience is preferred but not necessary.

Annual salary range is \$29k to \$31k depending on experience and education with the potential for wage growth with excellence job performance. A full benefits package including Health, Life, Long Term Disability Insurance, Paid Time Off and Cafeteria Plan is included. Additional compensation packages include Profit Sharing and Employee Stock Ownership Plan.

Qualified individuals interested in this career opportunity should apply by submitting a current resume with salary requirements to Human Resources, Energy Laboratories, Inc., P.O. Box 30916, Billings, MT 59107. Visit our website at www.energylab.com.