

Lab Assistant



Herrco Cosmetics have an exciting new opportunity to join our team as an Lab Assistant in Halesworth, Suffolk.

We are offering competitive salary range of £18000 – £19000 per annum

Herrco Cosmetics...

...are an innovative UK based cosmetics manufacturer, specialising in bespoke product development and formulation. For over two decades, we have been creating some of the most well-known cosmetic products in the UK, and year on year, our formulations are winning increasingly prestigious awards in top cosmetics ceremonies.

Manufacturing cosmetics and personal care products: spanning skin care, bath, body, and aromatherapy. Also product development into more niche markets such as mother and baby, sun protection and organics. Herrco is a thriving family business whose company philosophy is firmly rooted in providing flexible innovative solutions for our clients' production criteria.

We are now looking for a talented individual to come and join our team. We recruit people who believe in the things we do, people who are motivated, hardworking, and have a 'can do, will do attitude'.

Essential Requirements:

- Organizing, planning, and problem-solving skills
- Attention to detail and accuracy
- Good interpersonal and communication skills
- Ability to work as a part of a team as well as be self motivated
- Ability to work in fast-paced environment
- High standard on Microsoft packages, excel, outlook, word, power point

The Job:

Reporting to the lab manager, you will be responsible for ensuring that all samples going to customers are filled correctly and packaged appropriately. You will also be a key player in setting up stability trials, challenge tests and compatibility studies in line with daily priorities.. To work closely with both the technical and commercial teams on customer requests including stability updates and press samples. Taking a key role in the stability / compatibility programme for both new product developments and existing products..

Job Duties:

- Sending samples of products to Customers, and ensuring that all signatures are obtained
 - Generating sample paperwork
 - Ensuring that stability trials are set up in line with Herrco standard operating procedures
 - Setting up and filling compatibility studies, ensuring that packaging is correctly filled with exact amount of product and it is correctly sealed
 - Producing samples for:
 - Customers, both NPD and additional sample requests.
 - Challenge Testing.
 - Stability / Compatibility trials / Freeze tests
 - Initiating stability / compatibility trials and updating all relevant records.
 - Assisting the team in maintaining a clean, tidy and efficient laboratory.
- Providing holiday cover for the stability laboratory

How to Apply:

Please email HR@herrco.co.uk

