

# Process Chemist

**Herrco Cosmetics** have an exciting opportunity due to expansion for a **Process Chemist** based in **Halesworth, Suffolk**.



We are offering a competitive salary

## The Job:

Working in a supportive role to both the Development Chemists and Innovations Manager in three key areas, namely, Bulk Structures, Bulk Reworks and Raw Material evaluation/method development. The Process Technician ensures a smooth transition of formulation scale-up from laboratory through to production by carefully managing key administrative duties using internal systems (Creativity and Winman), whilst overseeing and attending first pilot production batches. Bulk Production reworks, both in-situ and following Quality Control assessment require prompt evaluation and turnaround to minimise disruption to delivery requirements.

## 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 products, as well as more niche markets such as mother & baby, Sun Protection factors 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:

- positive attitude
- Proficient in organizing own workload
- Attention to detail and accuracy when under pressure
- Problem-solving and investigation skills
- A good knowledge of Microsoft package
- Previous experience of producing formulations and an understanding of production is essential

## Process Chemist's Job Duties:

### Bulk Structures

- Requesting approval of new stock raw materials from the Managing Director.
- Manage the trial process by supervising all trials and reporting findings.
- Creating New Raw Material Stock codes and updating relevant internal systems.
- Creating, maintaining and uploading planner sheets & Winman Bulk Production templates, ensuring accurate and consistent methods and specifications.
- Ensuring Senior Chemist sign-off for all Winman Bulk Structures.

### Bulk Reworks

- Support production in-situ reworks, ensuring minimal disruption to the daily production plan.
- Investigating root cause and liaising with Chemist to ensure problems do not re-occur.
- Support Quality Control and Chemist by providing swift remedial action for bulk rejects, assisting in root cause investigation and attending rework process with unit production operators.
- Troubleshooting repeated batch rejects/in-situ reworks, providing solutions and recommendations to the Chemist and Production Manager.

### Raw Material Evaluation

- Under direction from Senior Chemists and Technical Manager Process, evaluate, assess, record and report alternative materials with existing formulations.
- Process, evaluate, assess, record and report improvements and amendments to existing formulation methods.

**How to Apply:** Please email [HR@herrco.co.uk](mailto:HR@herrco.co.uk) with your CV and Cover Letter.