



Consulting Assistant

Scientific & Regulatory Consultants, Inc. (SRC) located in Columbia City, Indiana, is seeking a Consulting Assistant to assist with pesticide state registrations and related duties.

SRC specializes in providing an understanding of the regulatory and scientific issues relating to the testing, registration, and marketing of EPA and FDA antimicrobial/pesticide products.

Minimum Requirements:

- Degree strongly preferred. May consider non-degreed candidate with 5+ years of laboratory/scientific experience.
- Must demonstrate understanding of labeling standards and requirements.
- Basic computer skills including Windows, Microsoft (i.e. Word, Excel, and Power Point) required.
- Strong leadership skills
- Excellent verbal and written confirmation skills
- Attention to detail a must.
- Strong negotiation skills a plus
- Must have the ability to manage multiple projects and present or provide information in an organized and succinct manner.
- Experience interacting with project teams.

Responsibilities:

- Prepare and submit state product registrations, EPA supplemental registrations, and product labeling.
- Ensure timely preparation of state registrations.
- Review product labeling.
- Maintain professional knowledge of applicable state and federal regulations.
- Organize overall project assignments
- Assist regulatory personnel in assembling information for internal, domestic, and foreign registrations.
- Maintain database programs.
- Assist with other duties as needed.
- Establish effective relationships with government agencies.

Compensation:

- Starting wage commensurate with experience
- Health insurance available
- Pension benefits
- Friendly work environment with relaxed dress code.

If you have the knowledge and skills, come join one of the premier regulatory consulting teams in the U.S.

Resume may be sent electronically to pzook@srconsultants.com or via mail: P.O. Box 1014, Columbia City, IN 46725.