



Registration Specialist

Scientific & Regulatory Consultants, Inc. (SRC), located in Columbia City, Indiana, is seeking a Registration Specialist for their State Department.

Our State Registration team secures and tracks pesticide product registrations in the U.S. and territories. This position assists leading companies in achieving marketing goals.

Minimum Requirements:

- Ability to manage multiple projects simultaneously
- Capable of providing information in an organized and succinct manner
- Analytical and interpretive skills
- Ability to handle sensitive and confidential situations with tact and diplomacy
- Attention to detail and proof reading skills essential
- Able to adapt to schedules and demanding timelines
- Excellent oral and written communication skills
- Driven self-starter, positive attitude, and proactive approach to work
- Intermediate to advanced skills with MS Office, technology and internet
- Experience with government regulations, negotiation, or accounting principles a plus
- Bachelor's Degree preferred. Additional professional experience may be substituted for academic degree

Responsibilities:

- Review label/technical documents/advertisements for regulatory compliance
- Interpret client needs and offer viable solutions
- Interact with state governments on client's behalf
- Identify and advise management of trends, problems, and issues as well as recommended course of action
- Lead continuous process improvement
- Participate in trade associations
- Estimated travel: 1 to 4 overnight trips/year

Benefits:

- Starting salary commensurate with experience
- Health/Vision/Life insurance
- 401k
- Friendly work environment with relaxed dress code

To be considered for this position, send cover letter, resume, and **written assessment*** to jobpostings@srcconsultants.com. ***Info may be obtained at www.srcconsultants.com/careers**