



Josh Charles

CONTACT



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Chin Fong Alley, La-Brea

SOFTWARE

MS Office Suite

Python

SQL

INTEREST

Research

Swimming

Art

Data Analysis

Technology

PROFILE

Dedicated and results-driven Analytical Chemist with experience in environmental laboratory testing. Bringing expertise in quality assurance, analytical instrumentation, and Quality Management Systems, with a strong focus on accuracy, compliance, and reliable results. Eager to leverage technical knowledge and problem-solving skills to support scientific excellence and operational efficiency within a progressive organization.

CORE COMPETENCIES

- Laboratory Testing & Analysis
- Sample Handling & Preparation
- Quality Management Systems (QMS)
- ISO/IEC 17025 Compliance
- Quality Assurance & Quality Control
- Analytical Instrumentation
- Equipment Calibration & Maintenance
- Method Verification & Validation
- Proficiency Testing (PT)
- Data Interpretation & Report Writing
- Environmental Monitoring
- Microsoft Excel & Data Visualization
- Laboratory Documentation & Control of Records
- Research & Technical Investigation
- Nonconformance & Corrective Action Management
- Risk & Opportunity Assessment

Experience

Environmental Sciences Limited | San Fernando, Trinidad and Tobago **Analytical Chemist – Chemistry Department**

June 2024 – Present

- Perform environmental laboratory testing including pH, salinity, conductivity, TDS, TSS, oil & grease/TPH, and grain size analysis.
- Handle, prepare, and process environmental samples according to laboratory procedures.
- Operate, calibrate, and maintain laboratory equipment and instrumentation.
- Analyze and organize test data to prepare reports, charts, and data visualizations.
- Assist with the maintenance and improvement of the laboratory Quality Management System (QMS) in accordance with ISO/IEC 17025.
- Review and update laboratory procedures, forms, and quality documents.
- Participated in the ISO/IEC 17025 accreditation audit, supporting the laboratory through the audit process and providing required technical and quality documentation.
- Participate in proficiency testing (PT) and quality control activities to assess analytical performance.
- Assist with method verification, equipment acceptance, and functional verification.
- Support risk and opportunity assessments, nonconformance management, and corrective actions.
- Maintain accurate laboratory records and technical documentation.

Environmental Sciences Limited | San Fernando, Trinidad and Tobago

Part-Time Intern – Chemistry Department

March 2024 – April 2024

- Conducted routine laboratory testing including **pH, conductivity, and TDS**.
- Calibrated and verified laboratory equipment, including the **OHAUS Starter 300 pH Meter** and **Oakton PCTSTestr 50 Pocket Tester**.
- Participated in **proficiency testing (PT)** alongside senior laboratory personnel.

Education

University of the West Indies | St. Augustine, Trinidad and Tobago

BSc Chemistry

Minor: Analytical Chemistry

Key Modules: Analytical Chemistry, Quality Assurance for Laboratories.

C.A.P.E

A - Levels

Subjects: Chemistry, Physics, Biology

Additional Training

Caribbean Industrial Research Institute (CARIRI)

Wastewater Treatment Plant (WWTP) Training