



Amina Cook

Chemical Materials & Technology Engineer

📞 (301) 555-1234 ✉️ amina.cook@email.com

🌐 linkedin.com/in/aminacook 📍 1234 Maple Street, Silver Spring, MD 20910

SUMMARY

Detail-oriented Chemical Materials & Technology Engineer motivated by a passion for advancing research and product development in analytical chemistry. Bringing four years of hands-on experience operating sophisticated laboratory instrumentation including ICP-OES and FTIR, while developing efficient analytical methods to uphold stringent quality assurance standards. Adept at working collaboratively with cross-functional teams in fast-paced environments to troubleshoot and enhance processes that bolster productivity. Proficient in compliance with GLP, CGMP, and ISO 9001 frameworks, ensuring accuracy and safety across all laboratory operations. Committed to delivering comprehensive technical documentation and effective presentations tailored to both technical and non-technical audiences.

EXPERIENCE

Chemical Materials & Technology Engineer

Innovative Solutions Group 📅 June 2023 - Present 📍 Baltimore, MD

Oversees laboratory functions encompassing method development and instrument operations while ensuring regulatory compliance. Leverages skills in analytical techniques to drive product quality enhancement initiatives.

- Operated complex lab equipment such as ICP-OES and FTIR, optimizing functionality and strict adherence to safety standards.
- Developed and validated various analytical methodologies, significantly elevating the precision of quality control processes.
- Designed and executed experiments with spectroscopy and chromatography, facilitating vital material analyses for product innovation.
- Enhanced collaboration efforts between manufacturing and R&D teams, directly contributing to a boost in production efficiency.
- Oversaw LIMS-based data management, guaranteeing traceability and compliance with all relevant regulations.
- Crafted detailed technical reports that documented methodologies and experimental results, fostering informed decision-making based on well-articulated findings.

Laboratory Technician

GreenTech Laboratories 📅 August 2021 - May 2023 📍 Annapolis, MD

Executed quality control tests while supporting R&D initiatives, ensuring rigorous compliance with standards and enhancing laboratory processes.

- Conducted extensive routine quality testing of chemical products, meeting all internal and regulatory specifications effectively.
- Applied wet chemistry techniques and electrochemical analyses to aid innovative product formulation processes.
- Collaborated seamlessly with R&D personnel, streamlining lab workflows for quicker output and enhanced efficiencies.
- Maintained compliance with safety protocols specializing in GLP and CGMP norms, resulting in safe lab operations.
- Facilitated training programs for new recruits, creating an atmosphere focused on collaborative growth and safety practices.
- Delivered clear presentations of technical findings to diverse stakeholders, improving overall understanding of product implications.

Research Intern

ChemTech Solutions 📅 June 2020 - July 2021 📍 Rockville, MD

Supported ongoing research projects through method development and data collection while ensuring organized record-keeping.

STRENGTHS

- 💡 **Problem-Solving Skills**
Utilized strong analytical capabilities to address complex laboratory challenges, earning respect from team members.
- 👥 **Collaboration**
Created bridges between departments promoting open communication, which led to enhanced teamwork outcomes.
- 📄 **Technical Documentation**
Authored detailed reports clarifying procedures, greatly enhancing clarity among stakeholders involved in projects.
- ⚙️ **Method Innovation**
Pioneered unique approaches that refined existing testing methodologies profiting entire product lines remarkably.
- 📊 **Data Interpretation**
Demonstrated exceptional ability in elaborate data assessment culminating in significant improvements in the R&D footprint.

SKILLS

Analytical Chemistry

Laboratory Instrumentation

Method Development

Quality Control GLP CGMP

ISO 9001 Data Management

Technical Documentation

Team Collaboration Spectroscopy

Chromatography Wet Chemistry

Electrochemical Analysis

Safety Compliance

Cross-Functional Collaboration

LANGUAGES

English Native

Spanish Proficient

MY CAREER



● Chemical Materials & Technology Engineer at Innovative Solutions Group (3.1 Years)

● Laboratory Technician at GreenTech Laboratories (1.8 Years)

● Research Intern at ChemTech Solutions (1.1 Years)

- Participated in the design and execution of analytical methods, gaining initial exposure to advanced chromatographic and spectroscopic tools.
- Assisted in trials evaluating different formulations, crucially refining product outlines and aligning with project benchmarks.
- Worked alongside seasoned scientists to gather and compile data for internal assessments, enhancing reporting and presentation formats.
- Sustained accurate laboratory records, strictly observing safety protocols and compliance during all phases of experimentation.
- Actively involved in team discussions to relay progress updates and share insightful observations, nurturing collaborative communication.
- Prepared presentations conveying research outcomes and findings clearly to technical teams, fostering knowledge transfer.

LEADERSHIP & AWARDS

- Dean's List, University of Maryland - 2022, 2023
- First Place, Chemistry Undergraduate Research Competition - 2025

EDUCATION

Bachelor's Degree in Chemistry

University of Maryland 🎓 GPA: 3.7 📅 2026 📍 College Park, MD

Coursework: Analytical Chemistry, Spectroscopy, Quality Control, Data Analysis

CERTIFICATIONS

- Certified Quality Improvement Associate (CQIA) 📅 2025
- LIMS Training Certification 📅 2025

TECHNICAL SKILLS

- **Analytical Equipment:** ICP-OES, FTIR, TGA
- **Chromatography Techniques:** GC, HPLC
- **Spectroscopy Techniques:** UV-Vis, NMR, FTIR
- **Compliance Standards:** GLP, CGMP, ISO 9001
- **Laboratory Safety Practices:** Personal Protective Equipment, Hazardous Waste Management, Chemical Storage
- **Quality Control Procedures:** Testing Protocols, Regulatory Compliance, Data Validation
- **Data Management Systems:** LIMS, LabWare, LabVantage
- **Chemical Analysis Methods:** Titrations, ASTM Methods, Colorimetric Assays
- **Research Methodologies:** Hypothesis Testing, Experiment Design, Statistical Analysis
- **Presentation Tools:** Microsoft PowerPoint, Tableau, Google Slides

PROFESSIONAL AFFILIATIONS

- Member, American Chemical Society - 2024 - Present
- Volunteer, STEM Outreach Program - 2023 - Present

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST