

TITLE: PRODUCT CLAIMS SUBSTANTIATION ASSOCIATE
DEPARTMENT: Technical Support
DATE: 7/13/16
REPORTS TO: Directors and Up
Salary/Wage: DOEE

Job Description: Provides technical support to scientific validation of product formulation, marketing claims and product promotion.

Job Duties:

1. Reviews scientific information, curate the library of information, write product substantiation documents, review documents submitted by writers and enter information as needed.
2. Works with writers and consultants to provide documents and support as needed.
3. Creates a variety of content, including articles, slide presentations and product descriptions.
4. Keeps up with scientific developments related to our industry.
5. Performs any other related job duties as may be assigned by the supervisor.

Requirements:

1. Bachelor's Degree in Biology, Chemistry, Physiology, Nutrition or related field.
2. Strong scientific background related to nutrition and wellness.
3. Knowledge of DSHEA and FTC guidelines is a plus
4. Experience in the dietary supplement, food or beverage industries a plus
5. Proficient in Microsoft Office.
6. Great attitude, detail oriented and work ethic.

Schedule: M-F, 10:00 a.m. to 6:30 p.m.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to occasionally alternate between sitting and standing positions. The employee frequently is required to

reach with hands and arms, use hands and fingers to handle controls, computer and mouse; talk and hear. The employee is occasionally required to walk, stand, stoop, and lift as required to file documents or store materials throughout the work day. Specific vision abilities required by this job include close vision and the ability to adjust focus. Proper lifting techniques required. This position may include lifting up to 25 pounds for files, computer printouts on occasion.

We are an equal opportunity employer.