



## Cosmetic Formulation Scientist

Full-Time

\*This position is located in St. Catharines, Ontario\*

**Salary range:** \$60,000-\$70,000

### **About Cheekbone Beauty**

Cheekbone Beauty is a digital, direct to consumer, socially conscious cosmetic brand. As a purpose-driven company, we exist to empower Indigenous youth by representing their faces and culture. The beauty industry has never satisfied this role, but Cheekbone Beauty is committed to filling that gap while crafting a high-quality line of sustainable cosmetics. Cheekbone Beauty is a fast-growing beauty brand that is ready to share our mission and purpose with the world

Cheekbone Beauty is headquartered in St. Catharines, Ontario, Canada and leverages the power of the digital world and social media to connect with its community.

### **The role we are seeking**

At Cheekbone Beauty, our product quality and integrity hold great importance. We are hiring a **Cosmetic Formulation Scientist** to build up Cheekbone Beauty's new product innovation lab with technological capabilities, equipment, and product formulations.

We seek an experienced and motivated candidate that is a self-starter, creative with product development, and who is a hands-on formulator. The Cosmetic Formulation Scientist is expected to maintain the highest standard of technical quality when formulating new cosmetic products, and keep abreast of new industry trends, technical knowledge and best practices. As a key member of Cheekbone Beauty's technical staff, the Cosmetic Formulation Scientist will work collaboratively with the innovation and product quality management teams to drive the optimization of our various product lines and develop new and exciting color cosmetic products that align with Cheekbone's commitment to sustainability and incorporating indigenous ways of knowing and being.

### **Duties and Responsibilities**

- Formulation of colored cosmetics such as skin moisturizers, liquid and solid foundations, mascara, pigment blending and colour matching for such colour cosmetics using high-quality, ethically sourced, and sustainable ingredients.
- Develop and operate the scaleup of products from lab scale quantities to kilo-scale batch production, using GLP (Good Laboratory Practices) and safe laboratory procedures.
- Develops, identifies, and modifies new and existing formulations and technologies for improved performance and/or cost reduction.



- Participates regularly with new product development collaborations led by the Innovation team
- Actively communicates and builds strong relationships with external contractors, ingredient suppliers, manufacturers, formulation labs and analytical test labs.
- Prepares samples for internal and external product quality testing, such as stability, performance, recyclability, or product safety. Routinely identifies improvements with regard to processing of formulation for cost effectiveness and profitability.
- Supports the Quality Assurance team by preparing standard operating procedures (SOPs) relating to new product formulations, batch manufacturing records and quality testing protocols, as required for GLP (Good Laboratory Practices) and GMP (Good Manufacturing Practice) compliance.
- Communicates regularly with senior management to update them on progress made toward the annual new product development and delivery schedule.
- Additional duties will be requested as the needs present themselves, in response to changes in the company's business objectives.

### **Key Skills and Experience**

- Minimum educational credentials are:
  - BSc in Chemistry or Biochemistry, B.A.Sc. in Chemical Engineering, or related science program; or Master of Science (MSc.) or Master of Applied Science/Engineering (M.A.Sc.); and
  - Cosmetic Formulation Science post-graduate certificate is preferred.
- Minimum 3 to 5 years industry work experience in product formulation or product development, particularly in Cosmetic products or Personal Skin Care products.
- Proven experience with design and development of new cosmetic formulations at the scale of 100 grams to 5-kg.
- Demonstrable experience in kiloscale batch processing is essential (1 kg to 5 kg preferably).
- Strong technical knowledge of chemical raw materials as the ingredients used in cosmetics and personal skin care products, including chemical safety profiles, testing methods, suppliers of ethically sourced high-quality raw materials, and sound knowledge as to their appropriate storage, use and function.
- Proven knowledge of color science as it relates to colour matching in cosmetics or personal care products. Knowledge of the safety profiles of pigments and colorants that are approved for use in cosmetics in various geographic markets (EU, USA, Canada).
- Past experience working in a start-up to help build up a laboratory with new equipment, testing processes, in-house process manufacturing equipment (up to 5 kg scale).



- Strong written and oral communication skills for preparing technical reports and procedures required for grant-funded projects, and to communicate effectively with internal team members and management, external vendors, suppliers and project collaborators.
- Excellent organizational skills and attention to detail. Proficient in use of standard business office software (e.g., Microsoft Office suite of software and apps) and specialized platforms for product formulation, inventory management, etc.
- Exemplifies a high degree of professionalism and respectful behavior, is versatile and adaptable to changes in the work environment as the business is undergoing rapid growth. Leads their area of responsibility with accountability to develop and execute their tasks successfully and efficiently.

### **What Cheekbone Beauty Believes**

We are mission and purpose driven. Cheekbone Beauty is a young, energetic, dynamic, growing cosmetics company. We provide a comprehensive compensation package including a competitive wage, employee benefits package, and paid vacation days.

If you want to join our growing family, please email [hr@cheekbonebeauty.com](mailto:hr@cheekbonebeauty.com) your resume. While all applicants are encouraged, only the most qualified candidates will be contacted.

We believe that kindness, empathy, and respect will lead to the best relationships. Cheekbone Beauty is an equal opportunity employer that is committed to diversity and inclusion in the workplace. Our hiring practices are aligned with all Human Rights codes, laws and follow principles of equity, diversity, and inclusion. We ensure that all persons are to receive equal treatment with regards to employment and opportunity regardless of race, colour, language, creed, religion, spirituality, belief, gender, sexual orientation, marital status, age, mental or physical disability. If you require any form of accommodation upon interview or employment, please notify Human Resources at [hr@cheekbonebeauty.com](mailto:hr@cheekbonebeauty.com).

**Application Deadline:** November 26, 2021