



Shelby R. Fox

Sample Custodian

shelbyfox@tdi-bi.com, (979) 693-3446

TDI-Brooks International, Inc.

14391 S. Dowling Rd, College Station, TX 77845

Ph: (979) 693-3446 Fax: (979) 693-6389

www.tdi-bi.com

PROFESSIONAL EXPERIENCE

- Geotechnical Laboratory Technician / Sample Custodian, TDI-Brooks International, Inc., 2019 - Present

PROFESSIONAL SUMMARY

- 2yrs + experience in the Geotechnical Analysis Lab
- Specialized in Geotechnical sample analysis, maintaining Good Laboratory Practice (GLP), equipment calibration, and adhering to the ISO 9001 Laboratory Quality Management System

KEY ACHIEVEMENTS - TDI BROOKS INTERNATIONAL, INC.

- Geotechnical Laboratory Technician (Lab Technician III) responsible for sample testing and analysis following ASTM's and SOPs in regards to the specific test required
- Manages Data entry and maintains records and documents
- Update, revise, and implement new systems in internal company documentations such as Standard Operating Procedures
- Perform weekly safety inspections and sign off for laboratory equipment
- Geotechnical Sample Custodian, responsible for the check in procedures of newly arriving samples, duties including, but not limited too;
- Receive, log, and track samples under Chain of Custody requirements
- Prepare samples to be sent to contract laboratories under Chain of Custody (CoC)
- Organize samples for analysis and long-term storage
- Maintain Safety Data Sheets (SDS) binder
- Receive, log, and track inventory/consumables
- Assist lab manager with project management
- Implement testing programs under direction from senior leadership and management
- Facilitate Project logistics
- Provide technical and equipment support for field work.
- Sample Custodian for Geotechnical Lab
- Editing and charting of data packets for MSCL and XCT analysis to be sent to clients for review
- Adheres to TDI Brooks Quality Policy to provide the highest level of data accuracy and ASTM standard for all clients and their geotechnical needs

PROFESSIONAL TRAINING AND CERTIFICATIONS

- Radiation Safety Certified in the state of Texas
- Fully trained in the operation of the Multi-Sensor Core Logging (MSCL) undisturbed core analysis
- Fully trained in the operation and procedures of the Standard X-Ray and CT System
- Prior experience in pharmaceuticals and proficient compounding of specialized medications in a controlled laboratory setting