

Regulatory Data Analyst

Daikin is committed to good corporate citizenship, providing new employment opportunities at our various sites. The company also makes every effort to contribute materially to the well-being of all aspects of the communities in which we work and live.

Summary / Objective:

Develop, implement, and coordinate programs regarding matters of regulatory affairs, as it relates to data management and data integrity, The Regulatory Data Analyst will play a key role in supporting the implementation, management, and ongoing optimization of the new regulatory database/system. The role requires a detail-oriented professional who will learn the system inside out and ensure data integrity, compliance, and efficiency across regulatory processes.

Qualifications:

- Bachelor's degree in Chemistry, Data Analytics, Environmental Engineering, Industrial Hygiene, or Toxicology, or related field, plus one (1) year or more related experience.
- Must be in current position minimum of 6 months.

Knowledge, Skills, and Abilities:

- Basic knowledge and understanding of regulatory standards, principles, guidelines, and laws governing the use of chemicals, with respect to various regulatory topics (e.g., TSCA, Prop 65, REACH, RoHS, etc.).
- Outstanding attention to detail and organizational skills: will effectively lead to the collection of data for regulatory reporting obligations.
- Ability to research and interpret regulations.
- Excellent oral and written communication skills.
- Good interpersonal and negotiation skills.
- Organizational and time-management skills.
- Ability to manage multiple work interruptions and multiple complex projects.
- Ability to work across Japanese American cultural lines.

Competencies:

- Strong analytical skills with a high degree of accuracy and attention to detail.
- Ability to extract, query, and manage large volumes of data.
- Knowledge of process improvement and process mapping methodologies.
- Strong technical aptitude with the ability to quickly learn new systems.
- Effective communication and documentation skills.
- Collaborative mindset with the ability to work across IT, compliance and regulatory functions.
- Ability to manage multiple priorities in a deadline-driven environment.
- Ensure the Decatur facilities comply with all regulatory requirements concerning data reporting.
- Support DAI's EHS department in accordance with the Responsible Care RC-14001 Standard.
- Serve as support to Regulatory Affairs as a resource for customer service and sales for information concerning Daikin product database and other global chemical inventories.

Physical Demands:

- Capable of lifting fifty pounds
- Have good mobility.

- Ability to work in a potentially stressful environment.

Essential Functions:

- Prompt, regular, and dependable attendance is an essential function of this job.
- Develop and recommend policies, practices, and procedures in the specific area of data analytics as it relates to global regulatory affairs.
- Develop expert knowledge of the new regulatory system and serve as a subject matter expert (SME).
- Implement, document, and update regulatory processes, including process mapping.
- Conduct large-scale data management activities, mass uploads/downloads, and bulk data updates.
- Create, edit, and maintain template for document generation.
- Partner with the IT team to perform database administration tasks, troubleshooting, and support system enhancements.
- Maintain data integrity and ensure compliance with regulatory requirements, and timely reporting.
- Provide training and support to end users, ensuring consistent system adoption and effective use.
- Participate in activities with respect to chemical data input, and help document authoring, and phrase translations.
- Collect, evaluate, and disseminate pertinent information relating to regulatory and maintain appropriate reference files.
- Maintain inventory of existing products and their current status with regard to compliance with federal, state, and local regulatory laws.
- Support Product Stewardship Program specified by Responsible Care RC-14001 standard, to maintain certification by external audit.
- Participate and aid in setting up and performing audits.
- Complete customer surveys in relation to product stewardship, as required, and implement proactive corporate policy statements.
- Additional assignments as deemed necessary by management.

Position: Exempt – Resume Required for Qualified Candidates

This posting will expire internally on September 20, 2026.

Daikin America, Inc., the world's foremost developer and manufacturer of fluorochemical products, has exceptional opportunities for dynamic, collaborative individuals who share our values and beliefs in Safety, Environment, and Quality. Daikin America's excellent compensation and benefit structure provides health and medical insurance (including dental and vision), paid vacation and holidays, retirement plan, and bonus eligibility.

Daikin America, Inc. is an equal opportunity employer.

Job Type: Full-time