JOB DESCRIPTION

TITLE: Laboratory Technician I  SECTION: Laboratory

DEPARTMENT: Engineering  SRN:

REPORTING RELATIONSHIP:

Reports to: Laboratory Director

Supervises the following: Not Applicable

DEFINITION: Under general direction, performs a wide variety of duties in the water quality laboratory related to the care and cleanliness of materials, equipment and supplies and related work as required. Under direct supervision, performs fundamental water quality and biological analyses.

ESSENTIAL FUNCTIONS:

1. Prepare chemical solutions and bacteriological media utilizing a wide variety of laboratory equipment including the autoclave, hot plates, ovens, filtration devices, water and vacuum pumps.

2. Handle water samples taken from domestic, irrigation, stormwater and sanitary water systems and other sources in a manner to ensure personal safety and avoid sample contamination.

3. Perform microbiological testing using standard methods.

4. Keep laboratory glassware, tools, equipment and workspace clean and / or sterilized and perform maintenance duties needed.

5. Perform soil particle analysis.

6. Apply safe laboratory practices.

7. Read and interpret CoC (Chain of Custody) and perform basic custodian duties.

MINIMUM QUALIFICATIONS:

License or Certificate: Valid Vehicle Operator’s License issued by the state Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.
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Experience: Any type of work experience, which would likely provide the required knowledge and abilities, is qualifying. A typical way would be to have some work experience where attendance record, initiative and ability to work as part of a team can be measured.

Education: Typically, the successful candidate will possess a High School diploma and will have completed 2 years college level coursework in biology, chemistry or a related field.

Knowledge of:
- Basic chemical and biological testing procedures.
- Equipment and material care and maintenance.
- Basic computer operation.
- Laboratory logbook maintenance.
- Laboratory safety.

Abilities:
- Perform fundamental laboratory analyses efficiently, safely and accurately.
- Learn complex analytical procedures.
- Communicate effectively in English, verbally and in writing.
- Organize and prioritize work in order to meet the needs of other members of the team.
- Work cooperatively with others.

PHYSICAL REQUIREMENTS:

1. Works in a laboratory environment with poisonous, reactive or caustic chemical, reagents and samples observing safe laboratory practices.

2. Stands on feet or sits on stool at laboratory work bench for long periods.

3. Dexterity and agility to handle and wash fragile glassware.

4. Drives district vehicle to job sites including over rough terrain.

5. May work in extreme weather conditions including heat and rain.

6. Uses telephone and two-way radio to communicate.

7. Uses personal computer, keyboard, mouse and monitor for long periods.

See Human Resources for physical assessment form.