

# LABORATORY TECHNICIAN

Job Code	Pay Grade
02478	CL12

## Nature of Work

This is an entry level technical position in an environmental laboratory performing various laboratory and/or office duties. An employee in this class performs a wide range of scientific environmental laboratory duties such as sample receipt, sample shipment, sample kit preparation, and basic chemical and bacteriological analyses on various types of water samples. An employee in this class works independently in a supporting role in laboratory operations.

## Minimum Qualification Requirements

- 2 years of laboratory work experience; or
- Graduation from high school with course work in Chemistry, Biology, or related sciences and 1 year of laboratory work experience; or
- College-level coursework in Chemistry, Biology or related sciences; or
- An equivalent combination of education, training and/or experience.

## Appointing Authority May Also Require

- Proficiency working with computers and various types of software, including Microsoft products.
- Ability to distinguish and identify different colors
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

## Illustrative Tasks (These are examples and are not all inclusive.)

- Receives samples according to laboratory protocols.
- Uses Laboratory Information Management System to log samples.
- Prepares sample kits and maintains appropriate inventories of kit materials.
- Prepares reagents and media for chemical and bacteriological analyses.
- Conducts basic chemical and/or bacteriological analyses on various types of water samples.
- Cleans laboratory glassware according to specific protocols.
- Maintains sample bottle washing and testing according to specific protocols.
- Maintains sample storage and disposal.
- Inventories stock, places orders and verifies receipt.
- Maintains and operates basic laboratory equipment.
- Maintains various records, accurately and completely.
- Adheres to all health and safety guidelines.
- Maintains a clean, organized work area.
- Assists analysts in the laboratory, as required.
- May deliver or pickup items from other County facilities.
- Performs related work as assigned or required.

## Knowledge, Skills, and Abilities

- Knowledge of laboratory techniques and procedures, including safety protocols.
- Knowledge of Chemistry, Biology, and/or other related sciences.
- Knowledge of drinking water and wastewater treatment processes; and/or environmental monitoring.
- Knowledge of mathematics through Algebra.
- Ability to carry out oral and written instructions and directives proficiently.
- Ability to perform basic laboratory analyses within specific protocols.

## LABORATORY TECHNICIAN (continued)

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### Knowledge, Skills, and Abilities (continued)

- Ability to keep complete, accurate records and compile data.
- Ability to establish and maintain effective working relationships with others in a team environment.
- Ability to be well organized, attentive to detail, and able to multi-task
- Ability to be flexible in order to work with and provide support for a number of people

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Re-instated	EEOC Code	Overtime Code
9/14	Technicians	Classified