



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

PUBLIC HEALTH LABORATORY SCIENTIST MGR

Job Number: 20000926

Job Code: 40270V230916

Job Group: 4000 - HEALTH SCIENCE AND LABORATORY

Job Established: 04/01/1984

Job Revised: 09/16/2023

Grade: 18 Salary (MIN - MID):

\$33,091-\$49,637 - Hourly

\$5,377.30-\$8,066.02 - 37.5 Hr. Monthly Salary

\$5,735.78-\$8,603.76 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Manages and plans the activities of a public health laboratory branch as it relates to microbiology, chemistry, newborn screening, environmental, bioterrorism, chemical terrorism, rabies, emerging infectious diseases, safety, quality, compliance, or sequencing program; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree in medical laboratory science, biology, chemistry, microbiology, medical technology, zoology, forensics science, animal science, biochemistry, molecular biology, cellular biology, health science, biomedical engineering, environmental biology, ecology, pre-med studies, agricultural engineering, bacteriology, biochemistry, physics, biophysics, dairy science, genetics, pathology, veterinary medicine, histology or a related field.

EXPERIENCE, TRAINING, OR SKILLS:

Six years of professional laboratory work conducting laboratory testing, at least two of which must have been in a supervisory role.

Substitute EDUCATION for EXPERIENCE:

Medical Technologist/Medical Laboratory Scientist certification by the American Society for Clinical Pathology will substitute for one year non-supervisory work experience OR master's degree in medical laboratory science, medical technology, chemistry, any biological, physical, or agricultural science, including microbiology, virology, immunology, bacteriology, histology, molecular microbiology or a related field will substitute for one year of experience OR doctoral degree in medical laboratory science, medical technology, chemistry, any biological, physical, or agricultural science, including microbiology, virology, immunology, bacteriology, histology, molecular microbiology or a related field will substitute for three years of non-supervisory experience.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Manages branch processes, aligns workforce, and creates opportunities to develop workforce for quality and cost-effective laboratory service. Acts as a technical expert for, and performs, highly complex and unique serological, immunologic, microscopic, biological, bacteriological, viral, environmental, biochemical, bioterrorism, metabolic and/or molecular tests on human, animal, and other agency specimens. Ensures development of staff by establishing training expectations and conducting employee performance evaluations. Interviews prospective employees, confers with current employees on work-related problems, assesses training needs and makes recommendations or provides on the job training. Conducts Branch and Section meetings to disseminate information to and from staff. Ensures laboratory accrediting standards are followed. Enforces laboratory safety policies. Collaborates with directors to establish Quality Assurance (QA) policies and reviews Branch QA monthly. Ensures appropriate review of analytical Quality Control (QC) for each assay in the Branch. Uses laboratory information system to process and access information. Prepares high-level statistical and technical reports on specialized projects including method comparisons and test verifications/validations. Creates dashboards and other monitoring systems for visualizing technical and quality data and works to develop systems for communication of laboratory data. Ensures purchase of expendable supplies and develops budgetary plan for Branch. Assists with Division Budget and completes Capital Project requests. Prepares, reviews, and approves laboratory reports and certifies the accuracy of reports. Recommends laboratory changes in procedures and methods for efficiency and cost-effectiveness. Maintains working relationship with local, state, and federal officials to coordinate laboratory activities. Provides consultative services to laboratory staff and other personnel and as needed, performs highly complex serological, chemical, immunologic, microscopic, biological, bacteriological, viral, biochemical, bioterrorism, metabolic and/or molecular tests on human, animal, environmental, and other agency specimens. Provides input toward systematic processes for laboratory efficiency. Assists with responding to unique biological or chemical public health threats and serves on rapid response teams focused ioterrorism/chemical terrorism, rabies virus, emerging infectious disease, or newborn screening. Serves as representative on agency, departmental and/or national committees.

UNIQUE PHYSICAL REQUIREMENTS:

Any unique physical requirements necessary to perform the duties of a specific position will be listed on the individual position description, if applicable.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is typically performed in a laboratory setting. May be exposed to potential hazards related to laboratory conditions and supplies which may require the following of safety precautions.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to maintain a valid driver's license and may be required to drive a licensed vehicle. This status may be necessary for the length of time in this job classification. If this is necessary, it will be listed in the specific position description for the position at issue. Applicants and employees in this job classification may be required to submit to a drug- screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.