



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

LABORATORY TECHNICIAN III

Job Number: 21004050

Job Code: 40050V230916

Job Group: 4000 - HEALTH SCIENCE AND LABORATORY

Job Established: 01/16/2023

Job Revised: 09/16/2023

Grade: 11 Salary (MIN - MID):

\$16,984-\$25,476 - Hourly

\$2,759.90-\$4,139.86 - 37.5 Hr. Monthly Salary

\$2,943.90-\$4,415.84 - 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.*

Oversees and coordinates laboratory pre-testing procedures and equipment maintenance to ensure quality control for testing operations. Prepares biological media and laboratory reagents in the areas of microbiology, chemistry, newborn screening, environmental, bioterrorism, chemical terrorism, rabies, emerging infection diseases, or sequencing programs. Completes documentation and recording of testing data; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate.

EXPERIENCE, TRAINING, OR SKILLS:

Three years of laboratory experience.

Substitute EDUCATION for EXPERIENCE:

Additional education in laboratory science, medical laboratory science, biology, chemistry, microbiology, zoology, or a related field will substitute for the required experience on a year for year basis.

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.*

Oversees and coordinates laboratory processes to ensure quality control for testing operations. Prepares biological media, laboratory reagents and chemical solutions for laboratory testing scenarios. Provides oversight of laboratory assignments such as: preparation of biological media (petri dish plates, tubed media), preparation of laboratory reagents and chemical solutions (water blanks, pH standards, acid/base solutions, stains), glassware cleaning and sterilization, autoclave use for sterilization of equipment and medical waste, equipment maintenance and readiness and other basic laboratory testing and specimen procedures, including operation of mechanized devices and routine laboratory equipment. Utilizes and trains others on the Laboratory Information System. Completes quality assurance reports, test requisitions and other documentation and provides judgement in laboratory matters. Prepares, conducts, and monitors training seminars and programs; assists in training of and provides technical assistance to new employees. Creates quality control documents/reports within the required time frame to for leadership review. Trains peers and other laboratory staff in laboratory processes. Completes proper documentation and recording of testing data, and documentation to monitor other laboratory processes. Creates media for biochemical analysis and bacterial growth, and isolation, and to assess diagnostic samples for suitability of testing. Prepares test collection kits for mailing and ensures the laboratory container room is stocked with proper supplies. Completes paperwork, organizes laboratory supplies, and aids laboratory personnel in completing other tasks. Performs preventative maintenance on laboratory equipment. Creates routine and complex media for biochemical analysis and stimulate bacterial growth and isolation.

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 performed in a laboratory setting. May be exposed to stressful situations and 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.