

LABORATORY ASSISTANT 1 and 2

GENERAL

Under general supervision, an incumbent in this class is responsible for maintaining facilities, equipment and supplies in a laboratory.

Level 1 is a recruitment, training and first working level. As sufficient competence and experience is gained, the employee may be promoted to the 2 level.

TYPICAL DUTIES

Cleans and sterilizes glassware and other laboratory equipment.

Receives, checks, sorts and distributes samples which have been submitted for laboratory tests.

Prepares and packages material for out-going express.

General maintenance of laboratory and work area.

Prepares sterile supplies such as swabs, slides, etc.

Maintains supplies in laboratory.

May assist in the preparation of media.

May assist in the performance of simple routine laboratory tests.

Performs other duties as assigned.

QUALIFICATIONS

Knowledge, Abilities and Skills

Aware of health hazards in working with contaminated materials.

Skills in the operation and care of laboratory equipment and apparatus.

Ability to understand and carry out oral and written instructions.

Some knowledge of medical terminology.

Education, Training and Experience

Elementary school education, preferably with related experience in a laboratory.

Physical Standards

Physically capable of performing the duties assigned.