



Office of Human Resources
Laboratory Technician Senior - CO2669
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General Statement of Duties

Performs leadwork functions and provides technical work conducting tests in a specialized medical or industrial waste systems cleanup laboratory.

Distinguishing Characteristics

This classification is located at Denver Health Medical Center and is being maintained for promotional purposes.

Level of Supervision Exercised

Performs lead work over paraprofessional employees.

Essential Duties

Responsible for the daily operation of a small specialized laboratory or oversees departmental operation in the absence of supervisory personnel.

Schedules employees, on a monthly basis, according to departmental needs, makes daily assignments and delegates responsibilities accordingly.

Performs as a liaison for the unit and prepares reports on unit activities.

Checks equipment, supplies and accessories on a regular basis, requests and orders supplies as necessary to keep materials on hand at all times.

Trains staff and other personnel.

Maintains established departmental policies and procedures, quality improvement, safety, environmental and infection control standards.

Conducts tests such as cell counts, urine analysis, spirometry and/or other tests for the evaluation of health problems OR conducts tests determining the presence and level of contaminants in environmental samples which involves performing mathematical computations.

Operates necessary laboratory equipment and cleans as necessary. Performs quality control checks on instruments and equipment and identifies mechanical problems and either performs the necessary adjustments or conducts maintenance.

Reports results and maintains both written computer records of all tests.

Some positions may perform a variety of pulmonary functional tests including spirometry, bronchodilator, lung volumes arterial gas analysis, oximetry measurements and assists pulmonary staff with bronchoscopy and other testing procedures.

Contributes to the development of performance goals, documents performance, provides performance feedback, and provides information to inform the formal performance evaluation.

Some positions may be involved in the purchasing and budgetary operations.

Cooperates with other personnel to achieve departmental and interdepartmental objectives and maintain good employee relations.

Some positions occasionally may appear in court to testify.

Performs other related duties as assigned or requested.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Arithmetic – Performs computations such as addition, subtraction, multiplication, and division correctly using whole numbers, fractions, decimals, and percentages.

Interpersonal Skills - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Reading - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Teaching Others - Helps others learn through formal or informal methods; identifies training needs; provides constructive feedback; coaches others on how to perform tasks; acts as a mentor.

Technical Competence - Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Working with People - Shows respect for the views and contributions of other team members. Shows empathy, listens, supports, and cares for others, and reconciles conflict.

Knowledge & Skills

Knowledge of the concepts, principles, and theories of the composition, structure, and properties of substances, and of the chemical processes and transformations, including uses of chemicals and their interactions, danger signs, production techniques, and disposal methods.

Education Requirement

Associate's of Science Degree in Biology, Chemistry, pre-health professions, or related field.

Experience Requirement

Two (2) years of experience performing as a laboratory technician in a medical laboratory Or two (2) years of experience in a laboratory performing quantitative analysis and testing as dictated by the opening.

Education & Experience Equivalency

One (1) year of the appropriate type and level of experience may be substituted for each required year of post-high school education.

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

By position, must meet CLIA requirements for specific job duties at time of application.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Contact with patients under wide variety of circumstances
Potential exposure to hazardous anesthetic agents, body fluids and wastes
Potential exposure to infection from disease-bearing specimens
Potential exposure to patient elements.
Potential exposure to unpleasant elements (accidents, injuries and illness)
Occasional pressure due to multiple calls and inquiries
Subject to varying and unpredictable situations.

Level of Physical Demand

1-Sedentary (0-10 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Eye/hand/foot coordination: performing work through using two or more.
Feeling: perceiving attributes of objects by means of skin receptors.
Fingering: picking, pinching, or otherwise working with fingers.
Handling: seizing, holding, grasping, or otherwise working with hands.
Hearing: perceiving the nature of sounds by the ear.
Reaching: extending the hand(s) and arm(s) in any direction.
Repetitive motions: Making frequent movements with a part of the body.
Standing: remaining on one's feet in an upright position.
Talking: expressing or exchanging ideas by means of spoken words.
Walking: moving about on foot.
Lifting: raising or lowering objects weighing no more than 10 pounds, from one level to another.

Background Check Requirement

Criminal Check
Education Check
Employment Verification
By position, Motor Vehicle Record
By position, Licenses/Certification

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: O-613

FLSA Code: N

Established Date: 9/21/2018

Established By: LS

Revised Date:

Revised By:

Class History: