

CLASS TITLE: LABORATORY AIDE

Class Code: 02725300

Pay Grade: 11A

EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To prepare various specimens for chemical and bacteriological tests and examinations; to make subprofessional tests and examinations; and to do related work as required.

SUPERVISION RECEIVED: Work is subject to detailed instructions and close supervision; work is reviewed in process and upon completion relative to compliance with instructions and adequacy of performance.

SUPERVISION EXERCISED: May supervise Laboratory Aides in the performance of routine tasks.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To do routine subprofessional laboratory tasks requiring no application of technological theory and no interpretation of findings as: to embed, infiltrate, microtome cut, and stain pathological specimens for examinations; to prepare and stain slides and smears; to prepare cultures; and to keep records for routine laboratory examinations; to operate such equipment as autoclaves, centrifuges, dry ovens, etc.

To breed and care for laboratory animals.

To assist in the inoculation and bleeding of animals.

To prepare various solutions, reagents and standards.

To gather samples of milk, water or other materials in the field of examination; to examine milk for butterfat and solids content and make preparations for bacteria count tests; and to make preliminary mastitis examinations.

To make surveys of conditions affecting analyses of wells and springs.

To set up and prepare apparatus for sanitary analyses.

Occasionally, under close supervision, to conduct simple tests on urine, pleural fluids and sputums, water and sewage.

To care for stock rooms; and to check and store supplies received.

To clean and sterilize laboratory apparatus, instruments, utensils, glassware; to clean laboratory areas and dispose laboratory wastes, as directed.

To pack and mail biologicals and antitoxins

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A working knowledge of laboratory methods and non-technical routines to enable proper preparation and care of specimens and materials; a working knowledge of the operation and uses of various simple laboratory apparatus and equipment common to a public health medical laboratory; the ability to keep simple records; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

EDUCATION: Such as may have been gained through: graduation from a senior high school, including or supplemented by courses in biology and chemistry.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised : December 28, 1968

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