

CLASS TITLE: LABORATORY AND MORGUE AIDE

Class Code: 02723200
Pay Grade: 15A
EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To perform routine tasks essential to the housekeeping and maintenance of a laboratory; to afford assistance to a Pathologist in the performance of post mortems and perform tasks to assist the work of Pathologists; and to do related work as required.

SUPERVISION RECEIVED: Works 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: Usually none.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To do such routine sub-professional laboratory tasks requiring no application of technological theory and no interpretation of findings.

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

To transfer body from refrigerator to autopsy table and prepare body for autopsy.

To set out surgical instruments and laboratory supplies for Pathologist.

To wash and clean table, storage trays and instruments, and to sharpen knives and replace soiled linens.

To close post mortem incisions, using surgical needle and cord.

To prepare preserving solutions according to formulas.

To release bodies to authorized persons.

To perform record keeping functions including the filing of tissue sections and blood collection samples.

To prepare media for microbiology tests.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A working knowledge of the necessity for cleanliness and safety precautions in a laboratory; the ability to learn and perform simple laboratory non-technical procedures; the ability to learn and follow procedures for operation of laboratory equipment such as sterilizers, autoclaves and dishwashers; the ability to follow oral or written directions; the ability to learn the use of a surgical needle and cord; the ability to learn to suture incisions made during autopsies; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school.

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

Class Revised: February 19, 1984

Editorial Review: 3-15-2003