

# CLINICAL LABORATORY TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: This is a technical position within the County Public Health Laboratory involving the performance of clinical laboratory procedures and examinations pursuant to established and approved protocols. This data is obtained for use in the diagnosis and treatment of disease. A technician works under the Direct Supervision of a higher-ranking technical employee for assignments and review of work to ensure compliance with New York State laboratory regulations. A Clinical Laboratory Technician does related work as required.

## TYPICAL WORK ACTIVITIES:

- The collection of blood samples from patients;
- Sets up equipment and instruments to be used in conducting laboratory tests;
- Determines the specimen preparation protocol to follow based upon specific specimen characteristics;
- Maintains quality control of the stains, reagents and instruments in the laboratory;
- Follows standard blood borne pathogens and chemical safety hazard protocols for the laboratory;
- Uses aseptic techniques to prevent cross-contamination with other samples, portions of which may be sent for molecular or microbiological testing;
- Conducts bacteriological and nitrate tests utilizing standard methods on waters;
- Performs chemistry, hematology, serology, immunology and microbiology testing on blood, urine, and other body fluids;
- Conducts billing, filing, answering telephones and performs other clerical work as needed;
- Confers with superiors on progress of work, supply and equipment needed, also monitors progress of work and conditions to insure quality control standards related to the tests are maintained;
- Prepares records and reports related to the work for statistical and billing procedures;
- May, on occasion clean and sterilize laboratory equipment, including glassware.

## FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL

CHARACTERISTICS: Good knowledge of modern public health laboratory practices, techniques, terminology, equipment, and safety precautions; Good working knowledge of the fundamental principles of chemistry and biology; Working knowledge of the practices governing the conduct of scientific laboratory tests; Skill in the operation and care of standard laboratory equipment and apparatus; Skill in performing laboratory routines; Ability to perform work with a high degree of accuracy; Ability to prepare clear reports of test results; Thoroughness, dependability, initiative and resourcefulness; Physical condition commensurate with the demands of the position.

## MINIMUM QUALIFICATIONS:

Possession of a limited permit or a professional license and current registration, issued by the New York State Education Department, as a Certified Clinical Laboratory Technician.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Adopted: 3/22/07