

Department of Human Resources
Mary Jennings Mahon
Commissioner



Department of Labs & Research
Dr. Aleksandar Milovanovic, MD, DABP
Deputy Medical Examiner

ASSISTANT MICROBIOLOGIST

The Westchester County Department of Laboratories and Research has an immediate opening for an Assistant Microbiologist, who holds current NYS Certification as a Clinical Laboratory Technologist. Responsibilities include conducting examinations related to a public health microbiology laboratory, ensuring that all tests adhere to established protocols for quality control, proficiency and safety as prescribed by the New York State Department of Health. An incumbent of this class must be available for emergency, weekend and holiday work situations.

Scope of Work (for illustrative purposes; not necessarily exhaustive):

- Performs laboratory procedures for specimen handling and processing, test analyses, reporting and maintaining records of test examinations in the assigned laboratory section(s) which may include: Bacteriology, Mycobacteriology, Parasitology, Virology, Diagnostic Immunology, or Biodefense;
- Maintains records that demonstrate that proficiency testing samples are tested in the same manner as patient specimens;
- Adheres to the laboratory's quality control policies, documents all quality control activities, instrument and procedural calibrations and maintenance performed;
- Follows the laboratory's established policies and procedures whenever test systems are not within the laboratory's established acceptable levels of performance;
- Identifies problems that may adversely affect test performance or reporting of test results and either corrects the problems or immediately notifies the supervisory or director;
- Documents all corrective actions taken when test systems deviate from the laboratory's established performance specifications;
- Writes and updates standard operating procedures to be reviewed and approved for implementation;
- Follows established safety protocols, and completes all required safety training.

The successful candidate must possess current New York State certification as a Clinical Laboratory Technologist.

Compensation: The salary range is \$65,210 to \$81,105. Compensation includes comprehensive benefits, including medical, dental, vision, deferred compensation, paid leave and NYS retirement plan.

Just north of New York City, Westchester County is New York's Intellectual Capital®, with abundant culture, beautiful parks, nationally recognized public schools as well as world-renowned colleges, universities and research centers. Westchester County government provides a wide array of services and events that are every bit as diverse as the resident population we serve.

Please submit a cover letter and resume to jobs@westchestergov.com.
Important: Please indicate **Assistant Microbiologist** in the subject line of your e-mail.

Westchester County is an equal opportunity employer