

ASSOCIATE DIRECTOR OF DIVISION (CARDIOPULMONARY LABORATORY)

DISTINGUISHING FEATURES OF THE CLASS: Under the general direction of the Director of Cardiopulmonary Laboratory is responsible for the program and operations of the Cardiopulmonary Laboratory, this Laboratory serving as a center for diagnostic work, teaching, and research in the area of cardiopulmonary disease. Supervision is exercised over a number of medical and clerical employees and research fellows. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Assigns, instructs, and supervises the work of subordinates;

Supervises and participates in conducting and interpreting tests of the heart, lung function, including cardiac catheterization, spirometry, lung diffusion, body plethysmography, various exercise tests of heart and lung function, bronchospirrometry, blood gas analysis, determination of cardiac output and the analysis of pressures and resistances;

Plans and guides the education and research of the research fellows, outside physicians, nurses, and other personnel;

Initiates the protocols, and implements research projects;

Must be capable of maintenance and minor repairs of technical equipment in the laboratory;

Supervises the maintenance of supplies and equipment and ordering of the same;

Assesses and reviews new equipment as it appears on the market;

Assumes the responsibilities of the directorship of the laboratory in the Director's absence or in the event of his resignation.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles and techniques of cardiopulmonary physiology; good knowledge of internal medicine, skill in use of ancillary, chemical, physical, and electronic equipment of the cardiopulmonary laboratory, ability to conduct and interpret a wide variety of tests of heart and lung function, ability to plan, instruct, and supervise the work of others; ability to investigate new problems and to assemble and evaluate experimental evidence, good judgment; initiative; thoroughness; accuracy; must be a good teacher.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation for a recognized medical school with an M.D. degree* and completion of an approved internship, and two years of approved residency training in internal medicine, and, in addition, three years of experience in cardiopulmonary physiology or a combination of training and experience to include at least two years of experience in cardiopulmonary physiology.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

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West. Co.
J. C.: Non-Competitive†
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Job Class Code: E0108
Job Group: XVIII