

MICROBIOLOGIST TRAINEE

DISTINGUISHING FEATURES OF THE CLASS: Under close and continuing supervision, incumbents to this training position perform beginning level professional microbiology work of limited difficulty and responsibility. Incumbents conduct preliminary microbiological laboratory examinations, adhering to established standards of proficiency, quality control, and safety. An incumbent participates on an "experience only" level in the performance of those examinations. Trainee appointments are for a period of one year. Upon successful completion of the probationary period, incumbents are promoted to the Assistant Microbiologist level without further examination. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Participates in a program of training that will enable the incumbent to become proficient with the microbiological laboratory procedures on clinical and environmental specimens related to public health;

Sorts and accesses specimens to distribute to the various microbiological laboratory work areas;

Performs preliminary laboratory procedures for processing clinical and environmental specimens as related to public health concerns;

Performs basic microbiological laboratory procedures on clinical and environmental specimens by means of culture, staining and microscopic examination, and biochemical, serological and molecular diagnostic testing;

Prepares reagents, solution, stains, and special media using basic acquired knowledge;

Assists higher level microbiologists with complex analyses and procedures;

Assists in gathering statistical data for monthly and other reports;

Maintains quality control according to established laboratory quality assurance protocols;

Maintains work areas and instrumentation in an orderly, neat, clean condition;

Provides test results by telephone to physicians and other public health officials;

Pursues, under the direction of the Senior Microbiologist, a program of study and experience that will enable the incumbent to successfully qualify for the position of Assistant Microbiologist;

Follows proper safety procedures and protocols established for the various microbiological laboratories;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of basic microbiological laboratory procedures, techniques and safety precautions adequate to undertake advanced training in the field of microbiology; good knowledge of the principles and practices of biology as they apply to the fields of microbiology and parasitology; knowledge of related laboratory terminology; knowledge of the use, operation and care of the compound microscope; ability to assist in performing research and in compiling data in a clear concise manner; ability to communicate effectively, both orally and in writing; ability to follow complex written and oral instructions; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; analytical ability to solve problems; initiative; accuracy; thoroughness, dependability; integrity; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A Bachelor's Degree* in a biological science or Medical Technology.

*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.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.