

SENIOR LABORATORY TECHNICIAN (I-MEDICAL TECHNOLOGY)

DISTINGUISHING FEATURES OF THE CLASS: Under supervision of a higher level technical employee, when assigned to the Department of Labs and Research or the Westchester Medical Center, or under the direction of the Laboratory Director or their designee when assigned to the Health Department, an incumbent in this position is responsible for performing technical laboratory tests and analyses in a clinical laboratory. Assignments may be to one or more areas of specialization, including: hematology, immunology, pathology, microbiology, biochemistry, histology, bacteriology, virology, cytogenetics, or related field. Supervision is not usually a responsibility of this position, and instruction and advice is normally available. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Numbers specimens and enters all the necessary data in the accession book on samples of sputum, bronchial washings, stools, wound swabs, urine, bone marrow, body tissues, body fluids and spinal fluids;

Prepares and stains slides from specimen and examines them under a microscope to determine the presence, identification and quantity of bacteria, fungi, protozoa, and other micro-organisms;

Cultures specimens such as fluids, erudates, tissue, and water samples to determine presence of specific types of organisms, and identifies them by microscopic examination and other tests;

Performs prescribed procedures of quality control such as: Daily log of equipment in temperatures; daily check of CO and air cylinder tanks; daily check of air levels in Biological Safety Cabinet; daily check of stains for intended reactivity; checks of pH of solutions; etc.;

Enters and retrieves lab data and compiles reports using an automated system and equipment;

Prepares standards, reagents, solutions, complements for tests; records, files, charts and tests results as required.

Maintains assigned area, instrumentation and equipment in a safe manner and at operational readiness;

Prepares media, solutions, reagents, and equipment ensuring proper availability of work materials;

Records results and makes reports of findings;

Maintains daily and monthly tabulation of number, type and origin of specimens;

Processes and inoculates specimens in tissue cultures, using aseptic techniques;

Ensures that adequate inventories of laboratory supplies are maintained;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd.)

Ensures that laboratory procedure manuals or other procedure guides are available in the immediate bench area and contain complete descriptions and instructions for preparing media, solutions and glassware;

May instruct and participate in the preparation, sterilization and dispensing of all culture media, supplies and solutions;

May instruct and participate in the washing and sterilizing of laboratory glassware;

May provide instruction to subordinate personnel in the proper techniques and procedures employed in washing, rinsing and sterilizing laboratory glassware and in the preparation and sterilizing of culture media and solutions;

May supervise the assembly of diagnostic kits for the use in the collection of specimens and mailing to the laboratory;

May participate in the New York State Department of Health proficiency testing programs in the assigned area of discipline;

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

May perform other incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of standard laboratory procedures, techniques and safety precautions; good knowledge of the use and limitations of laboratory equipment; good knowledge of the basic principles of the biological and chemical sciences; familiarity with various fields of specialty in laboratory work such as chemistry, histology, microbiology, diagnostic immunology, hematology; skill in specimen collecting; ability to adapt techniques and procedures for special requirements; ability to plan and schedule work phases; ability to effectively use computer applications such as spreadsheets, word processing, e-mail and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; accuracy; thoroughness; alertness; initiative; judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: High school or equivalency diploma and at time of permanent appointment, must possess license and current registration issued by the New York State Department of Education as a Clinical Laboratory Technologist, or at time of temporary appointment, must possess a limited permit issued by the New York State Department of Education as a Clinical Laboratory Technologist, and either: (a) a Bachelor's Degree* in Medical Technology; or (b) a Bachelor's Degree* in one of the chemical, physical or biological sciences and one year of clinical laboratory experience and/or training in an approved medical, hospital or public

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: (con't)

health laboratory; or (c) completion of three years of study (90 credits*) in a college or university and successful completion of a course of training of at least 12 months in a school of Medical Technology approved by the Council on Medical Education of the American Medical Association; or (d) any combination of academic study and training and/or experience outlined in Section 58-1.5(b) of Title 10 of the New York State Public Health Law.

*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.