

LABORATORY ASSISTANT

GENERAL STATEMENT OF DUTIES: Assists Science Teacher(s) in high school laboratory; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, this position assists the Science Teacher in implementing a science laboratory program for high school students. The position requires an aptitude for the sciences, especially chemistry. A nominal amount of clerical work is part of this position. Supervision is not a responsibility of this position.

EXAMPLES OF WORK: (Illustrative Only)

Assists in setting up laboratory equipment for science class;

Assists Science Teacher in testing out new laboratory experiments prior to classroom implementation;

Assists students in usage of laboratory equipment;

Maintains inventory of laboratory equipment and supplies;

Informs Science Teacher as to when new supplies and equipment is needed;

Keeps laboratory equipment clean and in good working order;

Collects and distributes textbooks, materials.

REQUIRED KNOWLEDGES, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of science field, especially chemistry; ability to establish good rapport with teachers and students; clerical aptitude; ability to maintain discipline; tact; courtesy; good judgment; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from a recognized college or university with a Bachelor's Degree in the field of science.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.

Greenburgh #7*; Ossining #1**
J. C.: *Non-competitive
 **Competitive

Job Class Code: S084

(1b)

Comment: Revised: 06/30/03
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