

Jurisdictional Class: Competitive
Adopted: July 18, 1991
Revised: May 28, 2010

LABORATORY TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: This position exists in a wastewater treatment plant and involves responsibility for physical, chemical, bacteriological, and microscopic examination of raw and treated wastewater and sludge. The incumbent is responsible for performing all the standard laboratory tests and procedures required for control of the treatment process and required stream or industrial waste surveys. The work is performed under supervision of the Chief Operator with leeway allowed for exercise of independent judgment in carrying out the details of the work. Supervision over the work of others is not a responsibility of employees in this class. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Performs physical, chemical, bacteriological, and microscopic examination of raw and treated water, wastewater, and sludge;
- Operates and maintains a variety of laboratory equipment such as sterilizers, microscopes, centrifuges, stills, and incubators;
- Records and tabulates the results of tests and data for use by superiors;
- Periodically collects samples of raw sewage, primary effluent, and effluent sewage;
- Maintains an inventory of laboratory supplies, media, chemicals, and equipment;
- Maintains laboratory and chemical storage facilities in a safe, clean, and orderly fashion;
- Calibrates, operates and maintains laboratory equipment and automatic sampling equipment;
- Prepares and standardizes required reagents and solutions necessary for chemical and bacteriological tests and analyses;
- Works with the chief Operator to provide information and data required by operating personnel for proper control of treatment processes;
- Orders laboratory equipment and supplies to ensure continuous tests for control of plant operation;
- Maintains laboratory records of analysis, prepared charts, drafts, and reports on plant performance as determined from laboratory records;
- Analyzes sludge from the sewage treatment plant for control of plant operation;
- Participates in training of plant personnel;
- May assist in preparing budget requests;
- Attends laboratory related courses and seminars to keep abreast of developments in the field.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

- Working knowledge of modern technical laboratory techniques, equipment, terminology, and safety precautions used in the analysis of water, wastewater, and sludge;
- Working knowledge of the principles of environmental health as they related to wastewater treatment;
- Working knowledge of the practices of analytical chemistry and microbiology as they related to wastewater treatment;
- Skill in the operation and care of laboratory equipment and apparatus and use of storage of chemicals;
- Ability to understand and carry out technical oral and written instructions;
- Ability to maintain technical records and reports;
- Accuracy.

Laboratory Technician

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in laboratory technology or a related field; or
- (b) Graduation from high school or possession of a high school equivalency diploma and two (2) years of experience in performing technical tests in a public health or medical laboratory or performing laboratory tests involving water or sewage analysis; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b) above.

SPECIAL REQUIREMENT: Possession of appropriate level New York State Driver's License at the time of appointment.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.