

MORGAN STATE UNIVERSITY JOB SPECIFICATION



TEACHING LABORATORY TECHNICIAN

Class Code: N1125
Pay Range: 11

FLSA Code: N/E (Non-Exempt)

JOB SUMMARY

Under general supervision, prepares clinical or other specimens, sets up equipment, and assists with demonstrations in teaching laboratories.

PRIMARY DUTIES

1. Prepares media, tissue cultures, reagents, or other samples and specimens for microscope examination or testing.
2. Sets up teaching facilities to emulate working laboratories.
3. Performs and interprets routine chemistry, hematology, and microbiology assays.
4. Cleans, calibrates, and performs preventive maintenance and quality control procedures on laboratory equipment; maintains records and prepares related reports.
5. Maintains inventory and orders supplies, glassware, and equipment.
6. Assists in demonstrating procedures and answers questions during laboratory exercises.

Note:

The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific duties and responsibilities may vary based upon departmental needs.

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MINIMUM QUALIFICATIONS

EDUCATION: Associate of Arts degree in a biological or chemical science.

EXPERIENCE: Two years in related laboratory work.

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

General knowledge of the principles and practices of laboratory operations and techniques. Skill in performing applicable techniques and tests; in maintaining applicable laboratory equipment. Ability to establish and maintain effective working relationships with faculty, staff and students; to communicate effectively both orally and in writing; to lift, transport and deliver materials and stock laboratory supplies and goods; to wear and work in personal protective equipment.

OTHER:

Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

CONDITIONS OF EMPLOYMENT

Candidates selected for employment may be subject to medical inquiries and/or medical examinations to determine ability to perform job. Employees in this job class may be required to work with biohazardous or radio-labelled materials and to successfully complete applicable safety training. Employees in this job class may be subject to pre-employment and random drug testing.