

## LABORATORY ASSISTANT

Code No.: 4-09-011  
COMPETITIVE

**DISTINGUISHING FEATURES OF THE CLASS:** This is an entry-level position involving the performance of routine chemical and bacteriological tests on water, wastewater and solids samples. Employees work in laboratories connected with various departments or agencies. Work is conducted under direct supervision from a technician or assistant chemist. Supervision of others is not a requirement of this class. Does related work as required.

**TYPICAL WORK ACTIVITIES:** (All need not be performed in a given position. Other related activities may be performed although not listed.)

Performs standard physical, chemical and bacteriological testing on samples of water, wastewater, solids and other materials;

Reports results of tests to the operations staff;

Prepares standard solutions for analysis of various materials;

Assists in the preparation of samples for testing;

Maintains a physical inventory of supplies and chemicals;

Collects samples at regular intervals for testing;

Keeps log and records for tests conducted for QA/QC purposes;

Maintains records of sampling data.

### **WHEN IN THE DEPARTMENT OF ENVIRONMENTAL SERVICES:**

Works with pollution control operators to improve process control;

Runs standard tests of sewage samples, and wastewater sludge;

Interprets data for use of operators.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Working knowledge of standard laboratory procedures and equipment; ability to conduct routine laboratory tests; ability to prepare samples for testing; ability to prepare reports on laboratory results; ability to acquire skill in techniques of laboratory analysis; ability to follow oral and written instructions; initiative; thoroughness; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma, plus EITHER:

- (A) Two (2) years of paid full-time or its part-time equivalent experience in laboratory testing or procedures; OR,
- (B) Graduation from a regionally accredited or New York State registered college with an Associate's degree in one of the natural sciences, physics, or medical technology; OR,
- (C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

**SPECIAL REQUIREMENT:** Depending on position duties, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test.

**SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES:**

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

**REVISED:** September 11, 1986

**REVISED:** May 9, 1996