

Class Concept

This is managerial, supervisory, administrative and advanced professional work in directing a very large, diverse and complex agency chemistry laboratory, composed of several distinct laboratory sections, engaged in both standardized and non-standardized testing for a wide variety of substances.

Employees direct, review and evaluate the work of subordinate units and directly reporting employees; and develop, evaluate and implement major changes to methods, procedures, organizational structures, schedules, assignments, and project and program priorities. Incumbents plan, evaluate, establish and monitor laboratory programs, goals, budgets and manpower requirements, and normally spend a very limited portion of their time in reviewing the most complex, controversial or advanced work of their laboratory, while devoting the majority of their time to administrative duties. Work includes functioning as the top technical expert in their area, coordinating work with other departments, and interpreting laws and regulations. Employees apply a very advanced and in-depth knowledge of chemistry principles, concepts, theories and methods to develop, direct and evaluate the most complex and wide ranging qualitative and quantitative chemistry analyses and testing operations. Employees review and evaluate new equipment, procedures and developments in their field, and make the final determination on selecting, arranging and modifying equipment and instrumentations to plan and implement testing programs. Guidelines and references are very broad and non-specific and include legislation, laws, regulations, general objectives and mission statements. Work may include other duties and responsibilities as assigned.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of the principles, concepts, theories, reference sources and laboratory applications of chemistry and other related sciences.
- Thorough knowledge of the laws, regulations and agency policies governing area of responsibility. Advanced knowledge of scientific methodology and of laboratory safety practices.
- Ability to supervise and evaluate the work of technical subordinates.
- Ability to independently perform the most complex standardized, non-standardized and developmental laboratory procedures; to analyze results, interpret and develop methodology; and to understand and solve the most complex theoretical problems.
- Ability to review and express technical information clearly, both orally and in writing.
- Ability to perform advanced mathematics and statistical analysis, to perceive colors normally and to make olfactory distinctions.
- Ability to establish and maintain effective working relationships.

Minimum Education and Experience

Master's degree in chemistry from an appropriately accredited institution and seven years of progressive chemistry laboratory experience including at least two years supervisory experience; or an equivalent combination of education and directly related experience.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.