

Class Concept

This is supervisory and administrative work in directing a large, diversified, and procedurally extensive and complex medical laboratory. Employees are responsible for coordinating, compiling and evaluating projected long-range goals and objectives. Employees develop and implement policies and procedures; organize laboratory workflows, equipment and space; coordinate personnel functions; evaluate and develop all aspects of new services, in-service training and formal instruction of students. Employees work with the implementation of laboratory computerization, quality control and accreditation standards. Work may include other related duties as assigned by management. This level of work is distinguished from the Medical Laboratory Supervisor II by the larger size and scope of the laboratory, the diversity and complexity of procedures, and managerial and administrative accountability. Work is supervised by an administrative and/or medical director.

Recruitment Standards

Knowledge, Skills, and Abilities

- Considerable knowledge of supervisory and management functions.
- Considerable knowledge of laboratory instrumentation.
- Considerable knowledge of professional and accreditation standards.
- Thorough knowledge of the assigned area of medical technology.
- Thorough knowledge of quality assurance and quality control standards.
- Thorough knowledge of the hazards of working with potentially infectious materials and the appropriate precautions to take to avoid infection.
- Ability to supervise and conduct management functions.
- Ability to analyze and resolve administrative and technical problems.

Minimum Education and Experience

Bachelor's degree in medical technology, chemistry, or a biological science from an appropriately accredited institution and four years of experience in a laboratory in the assigned area, two of which is in a supervisory capacity; or an equivalent combination of education and experience.

Necessary Special Qualifications

Must be capable of meeting the Federal CLIA'88 personnel requirements for a technical supervisor in a laboratory performing high complexity testing.