

### Class Concept

This is technical, supervisory, administrative, and advanced professional work in managing a large, diverse and complex chemistry or clinical/medical laboratory unit, composed of distinct sections, engaged in both standardized and non-standardized environmental or clinical testing. Employees direct, review, and evaluate the work of subordinate groups and directly reporting employees; reviews work schedules and assigned duties; and sets employee pay rates. Employees oversee hiring decisions and Unit productivity, and coordinates with Human Resources for employee matters. In coordination with Assistant Public Health Laboratory Director, employees develop, evaluate, and implement major changes to methods, procedures, organizational structures, and project and program priorities. Employees plan, evaluate, establish, and monitor laboratory unit goals, budgets, and staffing requirements, and normally spend more effort on technical supervision and administrative duties than reviewing the detailed work of the laboratory unit. Employees ensure the work meets legal and regulatory compliance, and the provision of a safe and secure workplace. Work includes functioning as the top technical expert in their area, coordinating work with other units, sections, and partnering agencies. Employees review and draft statutes, administrative codes, and fiscal notes associated with activities within the Unit. Employees apply a very advanced and in-depth knowledge of clinical laboratory principles, concepts, theories and methods to develop, direct, and evaluate the most complex and wide ranging qualitative and quantitative analyses and testing operations. Employees review and evaluate new equipment, procedures, and developments in their field, and collaborate with State Public Health Laboratory leadership to make the final determination on selecting, arranging, and modifying equipment and instrumentations to plan and implement testing programs. Employees may interact with partners in state and federal agencies. Work is evaluated in terms of the employee's effectiveness in providing technical and administrative supervision of laboratory unit activities.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Thorough knowledge of the principles, concepts, methods, materials, technologies, theories, reference sources and laboratory applications applied in chemistry or clinical/medical laboratories.
- Thorough knowledge of the laws, regulations and agency policies governing area of responsibility.
- Advanced knowledge of quality assurance and quality control standards
- 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 establish and maintain effective working relationships.

#### Minimum Education and Experience

Doctoral degree in chemistry, microbiology, molecular biology, clinical chemistry, or a related biological or environmental field from an appropriately accredited institution, and two years of progressive environmental, clinical/medical, or public health laboratory technical and administrative experience including at least one year supervisory experience; or

Master's degree in chemistry, microbiology, molecular biology, clinical chemistry, or a related biological or environmental field from an appropriately accredited institution and four years of progressive environmental, clinical/medical, or public health laboratory technical and administrative 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.