

MICROBIOLOGIST

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class performs Microbiological and Immunological testing procedures and insures that all tests adhere to established standards of practice. Supervision is exercised over subordinate professional and technical staff. The incumbent must maintain a satisfactory rating of performance for those procedures for which approval has been granted to the laboratory by the New York State Department of Health and must have entry level supervisory capability. An incumbent of this class must be available for emergency, weekend and holiday work situations. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Provides day-to-day supervision of laboratory testing by qualified personnel in the assigned laboratory section(s) which may include: Bacteriology, Mycobacteriology, Parasitology, Virology, Diagnostic Immunology, or Biodefense;

Monitors test analyses and specimen examinations to ensure that acceptable levels of analytic performance are maintained; and all remedial actions are taken whenever test systems deviate from established performance specifications;

Performs laboratory procedures, interprets test results and issues laboratory reports following Standard Operating Procedures (SOPs);

Writes, reviews and updates SOPs;

Complies with all regulatory requirements and attends Quality Assurance (QA) meetings;

Ensures test results are not reported until all corrective actions have been taken, in the event of non-conformance;

Reviews quality control, instrument and equipment maintenance, and other QA activities;

Participates in the proficiency testing, external inspections and internal audits;

Provides training and performs competency assessment for technical personnel;

Maintains the inventory control system and ensures that the laboratory has sufficient reagents and supplies;

Plans and coordinates resources for the implementation of new test methods;

Prepares data for statistical and other reports;

Testifies in court or before other administrative hearings regarding results of examinations if required;

Performs other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of microbiological laboratory procedures, techniques and safety precautions; thorough knowledge of the principles and practices of biology and chemistry as they apply to the fields of bacteriology, mycobacteriology, virology, diagnostic immunology and parasitology; good knowledge of laboratory procedures and terminology; skill in the use, operation and care of laboratory equipment and instrumentation; ability to work without direct supervision and supervise the work of subordinate laboratory personnel; ability to perform research; ability to compile and present data in a clear and concise manner; ability to communicate effectively both orally and in writing; ability to follow detailed oral and written instructions; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; accuracy; thoroughness; dependability; initiative; judgment; integrity; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) a license and current registration issued by the New York State Department of Education as a Clinical Laboratory Technologist and maintain same while in the title, and two years of post-licensure clinical microbiology experience in an approved medical, hospital or public health laboratory; or (b) meet NYS qualifications for a laboratory supervisor as outlined in NY Codes, Rules and Regulations Section 58-1.4.

NOTE: Incumbents will be expected to maintain qualifications as a Laboratory Supervisor as outlined in NY Codes, Rules and Regulations Section 58-1.4 while in the title.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.