

## LABORATORY ASSISTANT

NATURE OF WORK IN THIS CLASS:

This is routine laboratory work involved in providing supportive laboratory services.

Employees in this class perform a variety of clerical, housekeeping, and routine, unskilled laboratory tasks, and receives training in the methods, procedures, and techniques of routine laboratory testing to develop skills and gain knowledge of laboratory technology.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all duties which may be assigned; any one position may not include all the duties listed).

Cleans and sterilizes such laboratory equipment as slides, pipettes, test tubes, petri dishes, flashes, and rubber tubing; washes and dries equipment using solvents, brushes and rag ; operates autoclave, sterilizers, and ovens; cleans and dusts laboratory furniture and surfaces.

Assists technicians by procuring ingredients and distributing or storing media; assists in making simple solution and distilled water.

Assembles simple kits for laboratory examinations.

Bottles solutions; sharpens, cleans and sterilizes instruments and related equipment.

Delivers supplies and/or equipment.

Labels tubes and bottles and fills them with specified solutions.

May prepare routine slides and make simple microscopic and other examinations under close supervision.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Ability to learn routine, non-technical laboratory duties and the use of autoclaves, sterilizers, and other laboratory equipment.

Ability to exercise care in handling, cleaning and sterilizing of laboratory glassware and equipment.

Ability to apply safe work practices on the job.

Ability to work effectively with the public and employees.

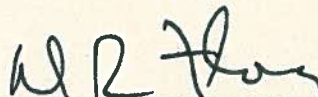
Ability to understand and follow oral and written instructions.

MINIMUM EXPERIENCE AND TRAINING:

(A) Graduation from high school supplemented with courses in chemistry, biology, math or closely related field; or

(B) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

ESTABLISHED: JULY 1980



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DAVID R. FLORES, Executive Director  
Civil Service Commission