

CITY OF DALY CITY
JOB SPECIFICATION

APPROVED BY:
PERSONNEL BOARD: 02/08/2007
CITY COUNCIL: 02/26/2007
RES. NO.: 07-35

LABORATORY TECHNICIAN

DEFINITION

Under general supervision, performs routine chemical, physical, bacteriological and biological analysis required in a modern wastewater laboratory; prepares related reports and plant records; maintains laboratory equipment; and performs other related duties as required.

EXAMPLES OF DUTIES

Performs routine and special chemical, physical, bacteriological and biological laboratory tests; carries out special test procedures to analyze chemical components and properties of materials to obtain data required in determination of operating efficiency of process or equipment; reviews laboratory tests and plant operating records to diagnose malfunctions; prepares, cleans and maintains laboratory; assists in the preparation of periodic reports as required for plant operations and by the Regional Water Quality Control Board; continues the operation of the laboratory and its functions in the absence of the supervisor; prepares reagents and media, operates a variety of laboratory equipment including incubators, oven, autoclave, muffle furnace, spectrophotometer, water purifier, Ph meter, dissolved oxygen meter, and turbidity meter; checks and calibrates chlorine analyzer; maintains laboratory equipment; inventories supplies, equipment and apparatus and recommends ordering replacements as appropriate; collects representative grab and composite samples.

MINIMUM QUALIFICATIONS

Knowledge of: Basic chemical laboratory techniques, materials and equipment; principles of chemistry.

Ability to: Perform analysis and related laboratory work; make mathematical calculations related to the science of chemistry; successfully perform many complex tests simultaneously, interpret results and report variations from the norm; operate laboratory equipment; prepare clear and concise reports; interact positively and cooperate with co-workers, respond politely to customers, work as a team member, function under demanding time pressure, respond in a positive manner to supervision, and attend work and perform duties on a regular and consistent basis.

JOB SPECIFICATION
LABORATORY TECHNICIAN (PAGE 2)

Physical Requirements: General good health, ability to climb stairs.

Education/Experience: Bachelor of Science Degree in Chemistry, Biology or related field.
A combination of experience and education may be considered to meet this requirement.

License: Possession of a valid Class C California Driver's License (including acceptable driving record).

R: 02/07