

## Sample Laboratory Technologist I Position Description

### CLASSIFICATION INFORMATION

Classification Title	Laboratory Technologist I
Class Code	ED35
Band	4
Min Salary	\$29,061
Mid Salary	\$41,415
Max Salary	\$53,769
Advertised Rate	
Advertised Minimum Salary	\$29,061
USC Minimum Qualifications	<p>Bachelor's degree in a related field, or associates degree in a related field and 2 years of related experience; or high school diploma and 4 years related experience.</p> <p>Note that this classificaion is not eligible for employer sponsorship of work permission for a foreign national, such as H-1B or J-1 visa.</p>
Base Hours	2080
Census	3300
SOC Code	HR-Class Comp will advise
EEO Code	E3
Job Group	08

### POSITION INFORMATION

Internal Title	Laboratory Technologist
Position Number	
Employee's Building	
Campus	
Work County	Richland
Slot	
Type of Staff Position	Research Grant (RGP)

<b>Part/Full Time</b>	Full Time
<b>Hours per Week</b>	
<b>(HISTORICAL) Hours per Week</b>	37.5
<b>Weeks per Year</b>	52
<b>Basis</b>	12 months
<b>FLSA</b>	Non-Exempt
<b>Initiator Access</b>	
<b>Position Specific SOC Code</b>	

**POSITION DESCRIPTION**

<b>Purpose</b>	Under general supervision of the Principal Investigator (PI), this individual will contribute to research on... [list funded project title and funding agency here]. This position is established in support of expanded research activities.
<b>USC Minimum Qualifications</b>	Bachelor's degree in a related field, or alternatively: An associate's degree in a related field plus two years of related experience; or a high school diploma plus four years of related experience.
<b>Position Specific Minimum Qualifications (Classified and Unclassified positions)</b>	Optional [brief list of eligible major field/s] or a closely related field with expertise in [list specialty areas here].  <i>* It is optional to briefly list eligible field/s or a closely related field with expertise in [list specialty areas here]. Keep in mind any items listed must be consistent with experience gained during the course of a standard degree(s) required in the Minimum Qualifications section above.</i>
<b>Preferred Qualifications</b>	Preferred candidate(s) will have a (general understanding of? experience working with?) [Brief list of skills and or experience].  <i>* see above.</i>
<b>Knowledge/Skills/Abilities</b>	Knowledgeable of hazards of laboratory activities and related safety practices, skilled in setting up, care and use of laboratory equipment. The ability to develop and assist with the development of new and improved methodology. Required to conduct business lawfully and ethically by consistently adhering to compliance policies, procedures, and regulations.

<b>Supervisory Responsibilities</b>	The position requires candidate to assist with supervision of students and coordinate with other research personnel.
<b>Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.</b>	Under general supervision of the Principal Investigator (PI).

**JOB DUTIES** (All job duties must add up to 100%. & Job Duties requires at least 1 entry)

<b>Job Duty</b>	Support [field? / laboratory?] research on... (List research objectives here). Perform... (Describe tasks to be completed and tools to be used).
<b>Essential Function</b>	Yes
<b>Percentage of Time</b>	40

<b>Job Duty</b>	Monitor general laboratory consumable supply levels, obtain quotes from vendors, and assist with placing supply orders when needed.
<b>Essential Function</b>	Yes
<b>Percentage of Time</b>	20

<b>Job Duty</b>	Describe here other specific lab related duties.
<b>Essential Function</b>	Yes
<b>Percentage of Time</b>	20