

LIFE SCIENCE LABORATORY TECHNICIAN

DEFINITION

Prepares a variety of life-science specimens by collecting, culturing and processing biological laboratory materials.

TYPICAL DUTIES

Prepares culture media and cultures of microscopic specimens such as protozoa.
Maintains aquarium materials, cares for animals prior to distribution to schools, and raises invertebrates, such as worms and hydra.
Packs specimens and equipment for delivery.
Gives work direction and participates in the arrangement and shelving of supplies, equipment, and specimens.
Updates and maintains a computerized data management system of materials, items on loan, vendors, pricing and orders.
Cleans and maintains laboratory equipment and work areas.
Works with Office of Environmental Health and Safety to monitor safe storage of chemicals.
Schedules deliveries of materials and specimens throughout the District.
Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Life Science Laboratory Technician prepares a variety of life-science specimens by ordering, culturing and processing biological laboratory material; and maintains laboratory equipment, inventory, and specimen records.

A Stock Clerk performs manual and some clerical duties with regard to one or more supply operations and may exercise work direction over Stock Workers and clerical personnel.

SUPERVISION

General supervision is received from a certificated specialist or resource teachers. Work direction may be exercised over District drivers as assigned.

CLASS QUALIFICATIONS

Knowledge of:

Basic life-science and biological principles
Biological laboratory equipment and its use
Safe handling and storage of applicable chemicals
Preparation, culturing techniques, and maintenance of biological specimens including microscopic organisms
Microsoft Windows applications, including Word, Excel, and PowerPoint
Record-keeping practices

Ability to:

Maintain and integrate data management systems
Identify and order needed living materials for elementary, middle and high schools
Maintain accurate records
Give and follow work direction effectively
Work effectively with school personnel and the public
Work in an environment involving chemicals

Special Physical Requirements:

Ability to repeatedly lift objects weighing up to 50 pounds such as elementary, middle and high school science kits

ENTRANCE QUALIFICATIONS

Education and Experience:

Graduation from high school or evidence of equivalent educational proficiency and thirty semester units or equivalent quarter units from a recognized college or university, including six semester units or equivalent quarter units of life-science courses and three semester units or equivalent quarter units of life-science laboratory courses.

Six months of experience in life-science instruction involving the preparation of a variety of life-science specimens may be substituted for the three semester units or equivalent quarter units of the life-science laboratory courses.

Special:

A valid California Driver License.

This class description is not a complete statement of essential functions, responsibilities or requirements. Entrance requirements are representative of the minimum level of knowledge, skill and/or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised
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