

## TECHNICAL SPECIALIST (MICROBIOLOGY)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision an incumbent of this class is responsible for supervising and performing specialized technical microbiological analyses of specimens leading to the diagnosis and treatment of diseases at Westchester Medical Center. The procedures performed at this level are of a highly specialized nature. Incumbents must be proficient in all of the specialized technical and scientific procedures involved to be able to both perform the analyses, and provide technical consultation and guidance to others. Responsibility also involves ensuring the receipt, recording, grouping and labeling of specimens and the communication of test results to the attending physician. Supervision may be exercised over a number of medical technologists in providing technical expertise and guidance in the area of specialization. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Performs, develops and establishes various types of specialized tests and procedures in Microbiology including (but not limited to): automated culture and sensitivity procedures, specialized serologies such as enzyme labeled studies or fluorescent studies, special staining and procedures for identification of fungi, bacteria and parasites;

Reviews the work of medical technologists, providing them with instruction, professional guidance and expertise, in the area of specialization;

Interprets test results, and issues written reports;

Operates automated or specialized equipment, and provides instruction, as needed;

Confers with attending or referral physician on test results, and ensures their immediate notification when the critical limits of specified test results are exceeded, presenting a life threatening circumstance for the patient;

Provides technical assistance in the development of new procedures in Microbiology;

Performs feasibility studies in setting up new procedures;

Implements quality control measures, documenting remedial action taken for detected deficiencies and defects;

Ensures the proper preparing, storing, dispensing and periodic evaluation of all solid and liquid reagents to assure the accuracy and precision of test results;

Provides training for new technologists in the area of specialization;

Keeps abreast of developments of new techniques or improvements in published or existing methods;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd)

Attends workshops, conferences and meetings;

Accesses protected health information (PHI) in accordance with departmental assignments and guidelines defining levels of access (i.e. incidental vs. extensive);

May supervise the operation of the Lab in the absence of the supervisor, ensuring adequate coverage on the assigned shift;

May perform other incidental tasks, as needed. .

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles, techniques, procedures, instrumentation and safety precautions in the field of medical technology particularly as they apply in the field of microbiology; knowledge of infectious diseases; skill in the operation, calibration, troubleshooting and routine maintenance of modern laboratory equipment and instrumentation, including automated equipment used in microbiology; skill in lab procedures such as: enzyme labeled assays, fluorescent microscopy studies, automated methods in culture and sensitivity, special staining procedures for identification of fungi, bacteria and parasites; ability to conduct tests and analyses of specimens, detect and investigate problems, and make evaluations supported by experimental evidence; ability to understand, follow and explain medical and technical instruction; ability to provide technical consultation to physicians and nurses; ability to supervise and coordinate the work of others, and implement quality control standards; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; dependability; accuracy; thoroughness; sound professional judgment; physical condition commensurate with the requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a valid license and current registration as a Clinical Laboratory Technologist, issued by the New York State Education Department, a Bachelor's Degree\* in Medical Technology or one of the chemical, physical or biological sciences or closely related field, and four years of post-degree experience in a clinical laboratory, two years of which must have been in microbiology, in an approved medical, hospital or public health laboratory.

SPECIAL REQUIREMENT: At time of appointment and throughout the course of employment in this title, must possess a valid license and maintain current registration as a Clinical Laboratory Technologist issued by the New York State Department of Education.

\*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.

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Job Class Code: C2254  
Job Group: XI