

Chemist Supervisor

I. KIND AND LEVEL OF WORK

Professional supervisory work, performing chemical analysis in a laboratory. An employee in this class is responsible for the direction of a specific section or unit of an analytical laboratory including supervision and training of technical staff. Exercises mature scientific judgment in the final interpretation of test results to enable state regulatory agencies to provide the services required by law. The employee is responsible for developing new methods and maintaining quality control to ensure accurate results are obtained. The incumbent may provide fieldwork direction for other chemists and technical personnel. Work is reviewed through conference and review of reports by the supervisor or manager.

II. DISTINGUISHING CHARACTERISTICS

The Chemist Supervisor differs from the class of Chemist 3 in that this classification formally supervises staff.

III. EXAMPLES OF WORK/DUTIES

(A position may not include all the work examples given, nor does the list include all that may be assigned.)

- Supervise laboratory personnel performing chemical analysis and/or testing of construction and maintenance materials used for transportation facilities and providing results and expertise.
- Make recommendations for the acceptance or rejection of materials and products.
- Conduct and supervise research efforts to develop new test procedures. Evaluate new binders, additives, and other materials as requested by specialty offices and national partners.
- Maintain and improve quality control so analyses are within the limits of desired accuracy.
- Lead certification efforts and ensure proper documentation. Conduct proficiency sample testing in support of the certification program.
- Lead laboratory and field evaluation of new products for department studies and programs to determine their usefulness.
- Suggest, evaluate and employ new chemical analytical methods and equipment to increase productivity and provide composition information not attainable by other methods.

IV. KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- *Extensive knowledge of the principles, practices and techniques of chemical and physical analytical measurement.*
- *Thorough knowledge of current research investigations and developments in the field of analytical measurement.*

- *Communication skills sufficient to resolving workplace conflicts, address client concerns, and serve as an effective liaison between internal and external partners*

Skill in:

- *Manipulative techniques in following standard scientific procedures.*

Ability to:

- *Plan, direct and coordinate the work of others.*
- *Evaluate analytical results for accuracy, completeness, and suitability as evidence in a court of law.*
- *Develop testing and research programs, assemble research data and to organize, analyze and present scientific data with thoroughness and accuracy.*

LICENSURE/CERTIFICATION/STATUTORY REFERENCES

SPECIAL WORK CONDITIONS

REFERENCES

Former title(s): Chemist, Senior, Chemist Supervisor 1, 4/89, 12/23

REVISION HISTORY

Established 7/67

Revised 12/23

Ckd.: 9/68