

Laboratory Scientist Supervisor

I. KIND AND LEVEL OF WORK

Supervisory-level microbiological, clinical, medical, chemical, physical, or environmental analysis laboratory work.

II. DISTINGUISHING CHARACTERISTICS

Under limited supervision, plans, coordinates, organizes, and supervises newborn screening, microbiological, clinical, medical, chemical, pesticide, or environmental analysis staff, client needs, research, and analytical activities in a laboratory unit. Performs complex or specialized examinations and provides technical expertise to staff on instrumentation troubleshooting. Employees in this classification plan and direct research projects, create novel methodologies and technical documents, forecast laboratory resource needs, and perform standard supervisory duties to include managing unit supply budgets, coordinating work schedules and workloads, hiring, training, evaluating performance, and performance managing employees as necessary. Daily work is performed independently with periodic, retrospective review by the unit manager.

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.)

- Reviews analytical reports for accuracy and data quality in accordance with industry standards and issues final reports to clients;
- Manages the unit supply budget and makes recommendations on major equipment purchases;
- Manages interagency agreements maintained between the laboratory and clients and responds to client inquiries;
- Interprets statutory language as needed;
- Manages laboratory data reporting programs;
- Approves or makes changes to unit methodologies, techniques, standards, and procedures;
- Studies new developments in appropriate newborn screening, microbiological, chemical, pesticide, clinical, physical, or environmental areas to identify new procedures or instruments that may benefit the unit;
- Hires, trains, evaluates, performance manages, and disciplines unit personnel;
- Directs, monitors, and instructs unit staff in maintenance and operation of instrumentation to ensure satisfactory sample flow, accuracy, and reliability of data and to eliminate instrument misuse using specialized knowledge gained from study and experience.

- Plans and directs laboratory investigations of human exposure to environmental contaminants as a part of epidemiology survey, health risk assessment, or hazardous material spill so that the health impact of these exposures is evaluated by using analytical techniques and procedures that will produce the desired information in a shortened timeframe and by participating in discussion with other members of investigation team. Delivers accurate reports to clients in a timely manner.

IV. KNOWLEDGE, SKILLS, AND ABILITIES

- Extensive knowledge of microbiological, chemical, clinical, physical, pesticide, newborn screening, or environmental analysis testing methodologies, principles, practices, and standards;
- Knowledge of standard laboratory safety procedures, chemical terminology, and safety data sheets (SDS) sufficient to safely engage in laboratory operations and minimize the potential for injury;
- Considerable knowledge of contemporary quantitative research methodologies;
- Knowledge of accounting principles sufficient for budget management;
- Considerable knowledge of sophisticated, small-molecule analysis instrumentation;
- Communication skills sufficient to resolving workplace conflicts, address client concerns, and serve as an effective liaison between internal and external partners;
- Forecasting skills sufficient to predict unit resource needs and mitigate resource deficiencies;
- Leadership skills sufficient to constructively supervise, train, and direct laboratory scientists and technicians;
- Ability to evaluate laboratory procedures, practices, methodologies, standards, and instruments and to make practical recommendations for improvement;
- Troubleshooting skills sufficient to diagnose and correct problems with sophisticated analytical instruments;
- Ability to prepare accurate, comprehensive reports that clearly articulate results;
- Critical thinking skills sufficient to solve highly-complicated and complex analytical problems.

LICENSURE/CERTIFICATION/STATUTORY REFERENCES

Some positions may require licensure or certification as warranted.

SPECIAL WORK CONDITIONS

REFERENCES

None

REVISION HISTORY

Established: 12/2023