

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Microbiologist 3		Class Code: 001LB3
	FLSA Status: Non-Exempt	Salary Schedule: PAT 3	Effective Date:
	Summary Incumbent utilizes advanced technical knowledge and skills in the performance of the full range of microbiological examinations and analyses recording, interpreting and reporting results of tests on human and/or animal body fluids or tissues to the submitting physician, veterinarian, clinic, hospital or public health agency.		

Duties

- Conducts examination of clinical specimens and/or reference samples for serological analysis or isolation and identification of microorganisms or their antigens/nucleic acids;
- Organizes and plans identification schemes for examination of organisms not fitting regular schemes;
- Maintains laboratory record system of submitted clinical samples and specimens and their possible referral to the CDC;
- Evaluates, interprets and validates laboratory results;
- Develops and maintains the cryogenic stock culture and/or specimen inventory storage systems;
- Conducts quality control checks on laboratory methods, materials and equipment;
- Prepares media, reagents, stains, supplies and other materials used in the transport, examination and analysis process;
- Orders and inventories supplies;
- Assists with preparation of epidemiological and statistical reports from data compiled on a daily, weekly, monthly or annual basis;
- Assists with the development, preparation and updating of procedural manuals on methods, instrumentation, quality assurance, etc.;
- Assists senior staff with special research projects designed to test and improve microbiological methods and procedures and participates in testing evaluation of new products used in clinical/reference laboratory work;
- Works with local laboratories and other health department staff to ensure their use of adequate materials, techniques, methods and procedures;
- May appear at legal proceedings as a witness;
- Performs related duties as required.

Job Requirements:

- Advanced knowledge of the principles, theories and practices of microbiology and related sub-specialties;
- Ability to meet requirements for personnel certification as a technologist pursuant to the Clinical Laboratory Improvement Act of 1988;
- Extensive knowledge of, and the ability to apply, accepted or unique principles, procedures and techniques to unprecedented laboratory problems;
- Considerable specialized knowledge of current scientific research methods and testing procedures and the ability to apply them when seeking solutions to public health problems;
- Extensive specialized knowledge of, and ability to use, a full range of standard technical equipment, complex scientific apparatus and automated techniques of analysis;
- Specialized knowledge of laboratory safety practices and principles;
- Working knowledge of state and federal laws, rules, regulations and policies concerning the program area;
- Effectively communicate, both orally and in writing;
- Ability to satisfactorily participate in proficiency testing programs;
- Ability to assist in the training of lower-level microbiologists;
- Ability to appear in court as a witness;
- Ability to compile, analyze, evaluate and prepare laboratory reports.

Difficulty of Work:

Incumbent is engaged in scientific analyses that demand accuracy and demonstrated proficiency in applying analytical skills to select the most pertinent guidelines and formulate plans for problem solving. Projects involve many complex variables of great intricacy and the microbiologist is often called upon to analyze and identify unusual specimens. Work requires considerable use of analytical judgment and technical knowledge in order to draw accurate, logical conclusions.

Responsibility:

Incumbent receives general supervision. Technical and/or detailed instruction is provided only upon request when a procedural change and/or special project necessitate it. Incumbent must follow established safety practices when working with materials that have a chemical hazard or biohazard potential. Reports are reviewed for general technical adequacy; however, tasks are performed independently. Errors in work could adversely affect the health, safety and well being of individuals or the general public.

Personal Work Relationships:

Incumbent works with supervisor to devise and plan work routine and with other State Board of Health or external agency staff providing information. Incumbent has contact with employees and the public while participating in training programs as a planner or instructor and in the explanation of laboratory procedures and recommendations when appropriate. Contacts with external laboratory staff may be for the purpose of laboratory certification.

Working Conditions: