

- 7. Communicates issues and complaints to appropriate Laboratory contact person. (2,5)
- 8. Organizes and maintains a stock of frequently used reference lab supplies. (2,5)
- 9. Cleans and maintains vehicle and other equipment according to established schedule and according to safe operating instructions. (5)
- 10. Presents a professional appearance by dressing in approved attire (uniform). (5)
- 11. Enhances professional growth and development through participation in educational programs, current literature, inservice meetings, and professional conferences. (5)
- 12. Participates and attends meetings and inservices as required and/or assigned. (5)
- 13. Performs other related duties as assigned or requested. (5)

*Comment or data needed to support this.

**Those activities that employees are required to and able to perform independently following procedure and/or criteria

POSITION QUALIFICATIONS:

Minimum Education:

- High school or equivalent

Other Skills:

- Interpersonal Skills required

Certification/Registration:

- Valid Michigan Drivers License
- Valid Michigan or Wisconsin Drivers License (Reference Lab Only)

Physical Demands:

- Moderate physical effort (lift or carry up to 50 lbs)
- Frequent prolonged sitting while driving

Working Conditions:

- May be exposed to infection from disease bearing specimens
- May be exposed to infections and contagious diseases
- Exposed to hazards of handling diseased organs and tissues
- Regularly exposed to the risk of bloodborne diseases
- Exposed to hazardous anesthetic agents, body fluids and wastes
- May be exposed to biohazardous, radioactive substances
- Occasional exposure to unpleasant patient or unit elements
- May be exposed to/occasionally exposed to patient elements
- Subject to varying and unpredictable situations
- Travel required

Vision Requirements:

- Far acuity - ability to see clearly at 20 feet or more
- Near acuity - ability to see clearly at 20 inches or less
- Depth perception - ability to judge distances and space relationships

Environmental Conditions:

- Temperature changes - variations in temperature from hot to cold
- May be exposed to extremes of heat and cold in all weather conditions

Required Protective Equipment:

- Face protection
- Gown
- Lab coat
- Mask
- Non sterile medical gloves

(1) The performance of this function is the reason that the job exists and is a critical activity.
(2) There are limited employees among whom the performance of this function can be distributed.
(3) This function occupies a great deal of the employee's time.
(4) This function is highly specialized. Employees are hired for the skill/ability to perform this.
(5) Failure to perform this function may have serious consequences.
(8) Exposure to bloodborne pathogens that requires use of personal protective equipment.

The above statements are intended to describe the nature and level of work being performed. They are not construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. (7030) 4310_0440