

LABORATORY ASSISTANT I

Kind of Work

Routine non-technical laboratory and custodial work.

Distinguishing Features of Work

An employee in this class performs a variety of custodial and non-technical laboratory duties. Work involves the cleaning of the work area; cleaning, sterilizing, storing and maintaining in proper condition, laboratory equipment and supplies; preparing and laying out laboratory equipment, instruments and materials and collecting specimens. Work is performed independently on routine duties; however, the employee works under close supervision in the performance of newly assigned tasks but the degree of supervision lessens as the employee becomes more familiar with these assignments. Work is reviewed either by observation while the work is in progress or by inspection after completion of assignments for conformance with directions or standard procedures.

Examples of Work

Cleans, sterilizes, dries and stores laboratory instruments and equipment such as test tubes, beakers and syringes and operates autoclaves, sterilizers and ovens.

Lays out and/or sets up instruments, apparatus and materials such as microscopes, balances, faeces and sputum containers, blood sugar bottles throat swabs and slides for use in tests.

Prepares and lays out laboratory equipments, instruments, chemical solutions, animals, plants and other materials for instructional and demonstration purposes.

Collects biological specimens such as flowers and insects and preserves specimens as directed.

Feeds animal specimens, cleans cages and prepares animals for various tests.

Prepares and lays out materials such as soaps, meat, tobacco, rum flavouring extracts, beer, stout, soil, plants and small animals for analysis, experiments and tests.

Identifies and reports on diminishing stocks and malfunctioning of laboratory facilities and assists in keeping related records.

Opens and closes laboratories, green houses and other storage are ensuring that conditions are maintained as instructed before closing.

Cleans laboratory sinks, refrigerators and benches and other laboratory furniture; cleans and mops laboratory floors whenever spillage takes place; empties bins containing discarded remnants of solutions, specimens and other substances and materials used in the laboratory.

Performs related work as may be required.

Required Knowledge, Skills and Abilities

Knowledge of the materials, apparatus and equipment generally used in laboratories.

Some knowledge of terms generally used in laboratories.

Ability to understand and follow written and oral instructions to write legible notes.

Ability to learn routine and non-technical laboratory duties.

Ability to establish and maintain effective working relationships with other employees.

Minimum Experience and Training

Training as evidenced by the possession of a Certificate at CXC Level Basic II or its equivalent with passes in three (3) subjects, one of which must be a science subject.

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