UNIVERSITY OF SOUTHERN CALIFORNIA
Clinical Laboratory Scientist
Job Code: 187127

Grade: 00
OT Eligible: Yes
Comp Approval: 12/4/2013

JOB SUMMARY:
Tests clinical laboratory specimens according to laboratory policies and procedures. Assures that all quality control criteria have been met prior to reporting of test results. Administers quality control program. Leads laboratory personnel.

JOB ACCOUNTABILITIES:

<table>
<thead>
<tr>
<th>*E/M/NA</th>
<th>% TIME</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>______</td>
<td>Performs venipuncture or skin puncture for the purpose of procuring blood for testing.</td>
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<td>______</td>
<td>______</td>
<td>Performs test procedures on patient specimens. Reads test results, examines and interprets outcome to identify abnormalities. Utilizes techniques that adhere to departmental safety and quality control policies. Interacts with medical staff at referring facilities to report test results.</td>
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<td>______</td>
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<td>Assists with maintaining operating expenses within budgeted guidelines.</td>
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<td>Participates in in-service education programs and professional associations.</td>
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<td>Maintains a safe environment in accordance with standards, policies and safety regulations. Ensures compliance with infection control policies. Performs other related duties as assigned or requested. The university reserves the right to add or change duties at any time.</td>
</tr>
</tbody>
</table>

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:

Essential: [ ] No
[ ] Yes

In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:

Minimum Education:
Bachelor's degree

Minimum Experience:
1 year
Minimum Field of Expertise:

Valid California License -- Clinical Lab Technologist, biological sciences.

Preferred Field of Expertise:

Medical technology

Skills: Other:

Analysis
Assessment/evaluation
Budget control
Knowledge of applicable laws/policies/principles/etc.
Lead/guidance skills
Problem identification and resolution

Skills: Laboratory:

Basic laboratory safety techniques
Blood borne pathogen safety precautions
General laboratory techniques
Maintenance of lab notebook
Media preparation
Radiological safety techniques
Tissue culture

Skills: Machine/Equipment:

Calculator
Centrifuge
Computer network (department or school)
Computer peripheral equipment
Personal computer
Photocopier

Supervises: Level:

Trains new employees and allocates and monitors work of others.

Supervises: Nature of Work:

Technical

SIGNATURES:

Employee: _____________________________________  Date:_____________________________
Supervisor: ____________________________________  Date:_____________________________

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

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