

**DEPARTMENT OF ADMINISTRATIVE SERVICES
JOB OPPORTUNITY
LABORATORY ASSISTANT 2
Toxicology Unit**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Open to the Public

Location: Office of the Chief Medical Examiner, 11 Shuttle Drive, Farmington, CT

Job Posting No. 13051

Hours: 35 Hour Work Week

Salary: \$33,924 (HN13/1)

Closing Date: May 29, 2012

The Office of the Chief Medical Examiner is seeking a results-oriented team player with good leadership, communication and interpersonal skills for a Laboratory Assistant 2 position assigned to the Toxicology Unit in Farmington, CT.

The duties for this position are:

Prepares simple as well as moderately complex solutions, stains, culture media and/or reagents; prepares specimens/samples for analysis using simple as well as slightly more advanced techniques; assists in or performs routine technical tests and examinations according to prescribed procedures, and on post mortem specimens; prepares reports and maintains records of laboratory findings; may assist in training lower level laboratory employees in preparatory techniques and checking work for conformity with required procedures; deliver specimens/evidence to outside labs as needed; performs related duties as required.

Knowledge, Skill and Ability:

Knowledge of laboratory equipment, procedures, techniques and terminology; ability to carry out written and oral instructions; ability to perform calculations according to prescribed procedures, keep technical records and prepare reports. Knowledge of universal laboratory precautions and the ability to utilize computer software.

General Experience:

Two (2) years' experience in related laboratory work.

Special Experience:

One (1) year of the General Experience must have been at the level of Laboratory Assistant 1 or above.

Substitution Allowed:

College training in the biological or physical sciences may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.

Physical Requirement:

Incumbents in this class must be willing to undergo periodic tests or immunizations for communicable diseases as necessary.

Working Conditions:

Incumbents in this class may occasionally be required to lift standard laboratory equipment, supplies and/or bodies; may be exposed to some risk of injury from such elements as toxic vapors and toxic and/or disease carrying substances; may be exposed to moderately disagreeable conditions.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions:

Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

**DEPARTMENT OF ADMINISTRATIVE SERVICES
ATTENTION: LORRAINE VITTNER
101 EAST RIVER DRIVE
EAST HARTFORD, CT 06108
Fax# (860 622-2617)
lorraine.vittner@ct.gov**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.