

# JOB DESCRIPTION

## Benchmark Job #362

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Ministry: BC Mental Health Society  
Branch: Laboratory Services  
Location: Port Coquitlam

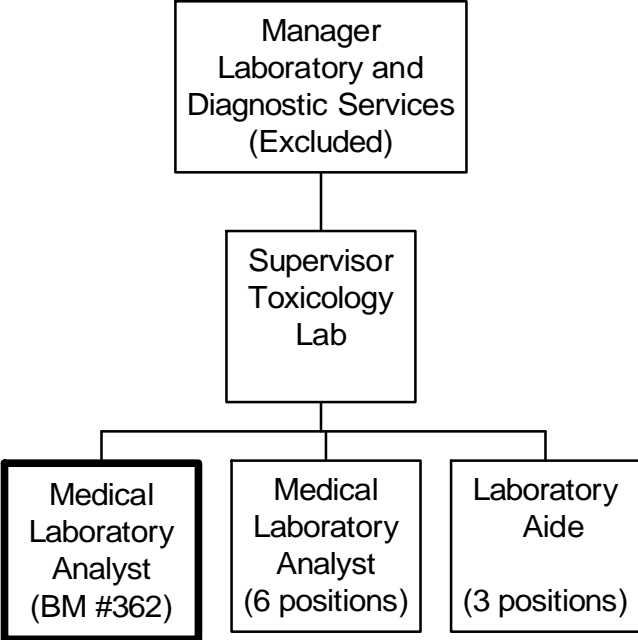
Working Title: **Medical Laboratory Analyst**  
Level: Range 21  
Classification: Laboratory Health Science Officer

### PRIMARY FUNCTION

To perform analytical toxicology tests on biological tissues and fluid samples which have been referred for clinical evaluation.

### JOB DUTIES AND TASKS

1. Performs precision analytical tests on biological tissues and fluids for clinical and toxicological purposes
  - a. applies clinical standards found in the department procedures manuals
  - b. assesses assigned cases to solve analytical problems, and discusses problems and priorities with the Clinical Chemist and/or Laboratory Supervisor
  - c. conducts tests using extractions, derivatizations, immunoassays
  - d. operates instruments such as gas-liquid chromatographs, high pressure violet spectrophotometer, gamma counter, and microprocessors controlling these instruments
  - e. checks analytical results to ensure reliability prior to reporting to Clinical Chemist and/or Laboratory Supervisor
  - f. runs quality control specimens and participates in quality assurance programs
  - g. uses the Laboratory Information Systems to enter test results
2. Participates in adapting procedures and contributes to the program research
  - a. under general guidance, adapts existing procedures or uses published methods, and prepares documents for use by laboratory analysts and/or scientists within the Toxicology Laboratory
  - b. conducts precision and accuracy studies to validate and establish laboratory procedures as required for the division, under direction of Clinical Chemist and/or Laboratory Supervisor
  - c. conducts precision and accuracy studies to validate and establish laboratory procedures for forensic samples, under direction of Chief Analyst and Senior Analyst
3. Performs routine maintenance and trouble-shoots instruments
  - a. determines the possible sources of problems(s)
  - b. performs routine maintenance as provided by instrument manuals to prevent instrument down-time by dismantling, cleaning, adjusting or replacing instrument parts
  - c. consults with Clinical Chemist and/or Laboratory Supervisor and/or service representative for procedures to perform when routine maintenance fails to correct problems
  - d. runs instrument check-out samples and/or quality control specimens
4. Performs other related duties
  - a. explains and demonstrates chemical techniques and instrument operations to other staff
  - b. works with other analysts to transfer skills and techniques acquired through experience
  - c. presents expert court testimony as an analyst regarding analytical methodologies in conducting tests



## REASON FOR CLASSIFICATION

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Job Title: Medical Laboratory Analyst

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p><b>JOB KNOWLEDGE</b> Understand the principles of toxicological testing to analyze biological samples in a laboratory environment and to apply clinical standards to the application of derivitizations, immunoassays, chromatography and related tests.</p>	G	250
2	<p><b>MENTAL DEMANDS</b> Judgement to modify testing approaches and protocols to work with a variety of tissue and fluid samples to test for the presence of a range of toxic substances and to contribute to the research program including validating and establishing procedures for forensic samples.</p>	G	200
3	<p><b>INTERPERSONAL COMMUNICATIONS SKILL</b> Discretion is required to exchange information requiring technical explanation to discuss clinical testing problems, explain new forensic procedures, and explain chemical techniques.</p>	C	30
4	<p><b>PHYSICAL COORDINATION AND DEXTERITY</b> Significant coordination and dexterity is required to adjust scientific equipment to precise tolerances.</p>	D	22.5
5	<p><b>RESPONSIBILITY FOR WORK ASSIGNMENTS</b> Guided by general laboratory policies and standards plan and evaluate the testing of biological samples that require flexibility in test methodologies and the determination of toxins that are not readily identified.</p>	F	160
6	<p><b>RESPONSIBILITY FOR FINANCIAL RESOURCES</b> Financial responsibility to request consumable supplies.</p>	A	5
7	<p><b>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION</b> Considerable responsibility to control the processes which ensure the quality of information and data collected through laboratory testing.</p>	E	33

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	<b>RESPONSIBILITY FOR HUMAN RESOURCES</b> Responsibility to provide formal training to other analysts on chemical techniques and instrument operation.	B	9
9	<b>RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS</b> Significant care and attention to enhance the well-being of others through toxicological testing to aid doctors in diagnosis.	D	25
10	<b>SENSORY EFFORT/MULTIPLE DEMANDS</b> Intense sensory concentration is required to almost always visually examine specimens using a microscope.	D	18
11	<b>PHYSICAL EFFORT</b> Relatively heavy physical effort to regularly work in awkward positions that involve leaning over microscopes, equipment, and bending under fume hoods.	D	18
12	<b>SURROUNDINGS</b> Exposure to body tissues, body fluids, chemicals and fumes almost always in the laboratory.	D	9
13	<b>HAZARDS</b> Significant exposure to hazards from frequently working with toxic biological samples in the laboratory.	D	9

**Total Points: 788.5**

**Level: Range 21**