

**Instructional Lab Technician - Sciences
San Diego Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=225334>

Downloaded On: May. 9, 2024 12:38pm

Posted Nov. 8, 2023, set to expire Jun. 30, 2024

Job Title Instructional Lab Technician - Sciences
Department Science
Institution San Diego Community College District
San Diego, California

Date Posted Nov. 8, 2023

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Administration - Other

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Job Description

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Closing Date:

Position Number:

Location: District Wide

Position Type:

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The Position:

Posting Details (Default Section)

Open Until Filled: Yes

Classification Title: Instructional Lab Technician - Sciences

Location: District Wide

Pay Information

Click [here](#) for the hourly pay rate.

If you would like to open the link in a different tab or window, right click and select the option. Bargaining Unit AFT/NANCE Range No Response Department District Wide The Position The Instructional Lab Technician - Sciences will oversee and coordinate the operations of complex instructional laboratories and related support services in assigned area; maintain assigned instructional laboratories and related support services in a clean, organized, and safe condition; and perform complex technical work in support of assigned labs. This position reports to the Science Dean or designated administrator.

Major Responsibilities

1. Oversee and maintain safe operation of assigned science instructional laboratories and related support areas; participate in safety programs and workshops and stay updated on current safety protocols.
2. Perform and oversee the daily lab operations; prepare and set up laboratory equipment, reagents, media, and other teaching aids for class demonstrations, practical examinations, and student assignments; prepare, label, and issue reagents, materials, and equipment for student use; assign and monitor the use and return of specialized lab equipment; dismantle and clean-up labs.
3. Receive, inventory, and arrange for proper storage and handling of laboratory equipment and materials such as chemicals, specimens, and instructional models.
4. Set-up, operate, calibrate, and maintain a variety of laboratory equipment.
5. Handle hazardous and/or biohazardous materials; prepare reagents using hazardous materials; properly label containers for laboratory use and collection of hazardous and biohazardous wastes in instructional labs; receive, segregate, inventory, and store chemicals, hazardous, and

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biohazardous materials according to applicable regulations; employ various sterilization techniques for biohazardous wastes.

6. Organize, prepare, and maintain laboratory standard operating procedures for the assigned discipline.

Qualifications

Knowledge of:

- Principles, practices, procedures, and equipment used in the assigned class option.
- Science laboratory operation at the community college level.
- Technical aspects of field of specialty.
- Applicable terminology, precise measurement techniques, and scientific notation relative to the assigned field of science.
- Operational characteristics of equipment used in the assigned science lab.
- Occupational hazards and standard safety practices.
- Principles and practices used in storing, handling, and disposing of hazardous and biohazardous materials.
- Principles and practices of record keeping.
- Modern office procedures, methods, and equipment including computers and applicable software applications.
- Pertinent federal, state, and local codes, laws, and regulations.
- Oral and written communication skills.
- Interpersonal skills using tact, patience, and courtesy.

Ability to:

- Demonstrate competence in assigned area.
- Prepare and set up laboratory equipment, models, reagents, and other teaching aids for class exercises, experiments, and demonstrations for assigned area.
- Oversee and maintain safe operation of assigned instructional laboratories and related support areas.
- Assist instructors in planning demonstrations.
- Plan and organize work; prioritize and coordinate experimental laboratory set-ups.
- Use, operate, and ensure the proper operation, care, and security of assigned laboratory equipment, and measuring devices.
- Issue, present, and receive supplies and specialized materials, which may include chemicals, in a

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safe and orderly fashion.

- Prepare chemical solutions, reagents, unknowns, and other laboratory materials, supplies, and equipment utilized by instructors and students in assigned area.
- Apply techniques of precise measurements and notation.
- Maintain adequate quantities of lab materials and supplies.
- Assemble, maintain, and coordinate repair of lab equipment for safety and functionality.
- Adapt to changing technologies and learn functionality of new lab equipment and systems.
- Meet schedules and time lines.
- Maintain records and prepare reports.
- Understand and follow oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Any combination equivalent to: completion of two (2) years of college with major coursework in area directly related to area of assignment AND two (2) years of work experience working in a laboratory type setting.

Desired Qualifications

Commitment to Diversity: All applicants must have demonstrated cultural competency and sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and classified professionals.

Working Conditions: Varies upon assignment

Special Instructions to Applicants:

Conditions of Employment:

THE FOLLOWING MUST BE COMPLETED PRIOR TO EMPLOYMENT:

- Provide a Certificate of Tuberculosis Exam for initial appointment (Note: The certificate must be renewed every 4 years as a condition of continuing employment);
- Have fingerprints taken by a Live Scan computer at the district's expense (Clearance must be received prior to first day of employment); AND
- Present original documents for proof of eligibility to work in the United States.

Posting Number: NC00355

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4. Set-up, operate, calibrate, and maintain a variety of laboratory equipment.
5. Handle hazardous and/or biohazardous materials; prepare reagents using hazardous materials; properly label containers for laboratory use and collection of hazardous and biohazardous wastes in instructional labs; receive, segregate, inventory, and store chemicals, hazardous, and biohazardous materials according to applicable regulations; employ various sterilization techniques for biohazardous wastes.
6. Organize, prepare, and maintain laboratory standard operating procedures for the assigned discipline.

Qualifications:

Knowledge of:

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Science

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