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**NASSAU COUNTY**  
**SCHOOL DISTRICTS**  
**CLASS SPECIFICATION**

**Title : LABORATORY TECHNICIAN**  
**Code: 220115 MFP**  
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**GENERAL STATEMENT OF DUTIES**

Under direct supervision of Science Department, prepares, distributes and sets up science apparatus for study purposes throughout the school district. Does related work as required.

**COMPLEXITY OF DUTIES**

This is responsible work calling for exercise of mature judgment in preparing science material for teacher demonstrations in classrooms or laboratories. As work is performed independently, incumbent is personally responsible for efficient and economical maintenance of equipment.

**TYPICAL DUTIES**

1. Prepares, assembles, distributes and sets up science apparatus throughout the school district for study purposes.
2. Systematizes the storage of apparatus, equipment, supplies and chemicals so that they are easily accessible.
3. Maintains science apparatus and supplies in a usable condition and makes minor repairs on same.
4. Prepares and coordinates budget requisitions for the Science Department; participates in awarding bids for equipment, apparatus, materials and supplies for the department.
5. Receives science supplies and equipment and checks same for quality and quantity; establishes and maintains inventory of supplies and equipment.
6. Keeps contents of stockroom, storeroom, preparation rooms and laboratories in good repair and ready for use.
7. Establishes adequate precautions to safeguard all science equipment and supplies against breakage, spoilage and theft.
8. Constructs simple pieces of apparatus as needed for the performance of demonstrations and experiments.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES**

1. A thorough knowledge of the principles of physics, biology, earth science and chemistry.
2. A thorough knowledge of laboratory practices, techniques, equipment, supplies and terminology.
3. Skill in the operation and care of standard laboratory equipment and apparatus.
4. Ability to work with and repair glassware.
5. Ability to keep records and reports.
6. Manual dexterity and steadiness.
7. Accuracy.
8. Eyesight sufficiently strong to permit work with a microscope.
9. Ability to make simple mathematical calculations.

**MINIMUM QUALIFICATIONS**

**Training and Experience**

Completion of two years of college work with course work in one of the basic laboratory sciences; physics, chemistry, biology or earth science

or

Graduation from high school and two years of experience working in a laboratory.

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