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Kleberg-Kenedy Community Supervision and Corrections Department 725 East Yoakum Kingsville, TX 78363 (361) 595-8558

Is accepting applications for: Laboratory Technician

Closing Date: Open until filled.

Duration of Job: Regular Part-Time

Starting Wage: \$7.50 an hour

<u>Primary Tasks:</u> Operate Urine Analysis Laboratory. Person will operate an Abbott Laboratory TDx Flex machine for the purpose of performing urine analysis testing.

Major Activities:

- 1. Data Entry
- 2. Word Processing
- 3. Pipetting and Dilating of urine specimens
- 4. Operate addited drug analyzer (TdxFlex)
- 5. Testify in court as required to verify and confirm test results

Requirements: Must be proficient with a computer. Must have working knowledge of laboratory environment that will enable the individual to perform each laboratory task proficiently with minimal supervision. Must have adequate communication skills to perform court related functions. Must be able to work flexible hours. Schedule may include time from 8:00 a.m.-12:00 p.m. M-W-F and 8:00 a.m. to 7:00 p.m. T-T.

<u>Skills Needed:</u> Must be able to apply and interpret rules or policies to routine and non-routine work situations. Detect and troubleshoot inconsistencies or other problems, which may occur in the laboratory. Operate word processor and appropriate software. Data entry of urine analysis results, ect. Must be willing to assume other duties or responsibilities as assigned by the Director.

Additional Requirements: Must possess a valid Texas Driver's License; must have a telephone number at which they can be reached; must have reliable transportation, must have the appropriate automobile insurance; must be computer literate, must have appropriate related certification or obtain such certification within one year from employment. Must meet attendance requirements (attend work on a regular daily basis as scheduled without excessive absences—more than two consecutive days a month).

Minimum Education: High school or GED. Prefer Applicants who have at least 8 hours of Chemistry or in a related field from an accredited university and one (1) year experience in Fluorescence Polarization Immunoassay (FPIA) and Radiative Energy Attenuation (REA) Technologies (Experience may be acquired through university Chemistry lab).

Reporting Relationship: The Lab Technician reports to the Caseworker/Special Services Supervisor. General Supervision by the Deputy Director of Administration.