

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATIONS

LABORATORY EQUIPMENT SPECIALIST

POSITION CODE: 22990
Effective: 1-16-78

DISTINGUISHING FEATURES OF WORK:

Under administrative direction, in a large central and/or regional laboratory, performs highly specialized calibration, repairs and routine maintenance of scientific equipment and instruments; performs quality control analyses of de-ionized and distilled water; assists in coordinating the repair or alteration of the physical plant; conducts laboratory safety inspections.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Repairs various scientific equipment used in the laboratory such as chromatographs, analytical balances, de-ionization apparatus, microscopes, autoclaves, biological safety cabinets and incubators; conducts routine preventive maintenance and safety determinations of various laboratory equipment; maintains log of maintenance or repair service.
2. Designs and constructs devices requested by laboratory supervisors such as avian or anthropoid live traps, culture transfer or storage equipment, timing or remote switching mechanisms, and safety apparatus.
3. Conducts bacteriological tests and electrolytic quantification of all water (distilled or de-ionized) to assure necessary high quality requirements of the laboratory sections.
4. Coordinates inter-agency and extra-unit laboratory safety program involving the development of safety standards and inspection of laboratories to assure the minimization of hazards in the laboratories.
5. Assists in determining the need for new laboratory equipment, instrumentation or apparatus; develops specifications and installation or calibration upon receipt of equipment; assists in solving building problems related to repairs, alterations or space allocations.
6. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

LABORATORY EQUIPMENT SPECIALIST (Continued)

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to the completion of four years of college with coursework in microbiology, chemistry or related scientific field supplemented by a background in electronics or engineering.

Requires three years of professional laboratory experience in microbiology or chemistry.

Knowledges, Skills and Abilities

Requires thorough knowledge of laboratory operations.

Requires thorough knowledge of the operation and care of microscopes, glassware, analytical balances, centrifuges, autoclaves and other laboratory equipment.

Requires working knowledge of electronics and engineering concepts utilized in a scientific laboratory.

Requires ability to perform and interpret specialized laboratory procedures.

Requires ability to keep accurate records and to care for laboratory equipment.

Requires ability to understand and follow oral and written instructions.