

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

LABORATORY ASSISTANT

POSITION CODE: 22995
Effective: 2-16-90

DISTINGUISHING FEATURES OF WORK:

Under immediate supervision, performs nonprofessional, nontechnical laboratory support work in a state laboratory; grinds and grates solids; cleans and maintains laboratory glassware; cleans and sanitizes laboratory.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Washes laboratory glassware and water bottles by hand or uses automatic washers; rinses and sterilizes glassware and bottles; distributes sterilized bottles and caps to persons/agency requesting same.
2. Receives feed and fertilizer samples; prepares them for use in testing procedures by riffing samples to separate into similar portions and using Hammermill grinder to reduce sample to finer particles.
3. Assists pathologists in conducting animal autopsies as required; aids in moving animals/animal carcasses; provides instruments for pathologist's use; washes, packages and sterilizes instruments; washes and sanitizes laboratory floors and equipment.
4. Sterilizes environmental and diagnostic waste by heating same in an autoclave; disposes of sterilized waste.
5. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS.

Education and Experience

Requires education and experience equivalent to completion of high school.

Knowledges, Skills and Abilities

Requires elementary knowledge of laboratory safety procedures.
Requires ability to follow oral and written instructions.
Requires ability to operate minor sample preparation equipment or automatic glassware washers.