



UNION JOB DESCRIPTION

JD486

JOB TITLE:	Technical Assistant - Microbiology - Laboratory	JOB DESCRIPTION NO.:	40173
CLASSIFICATION:	Lab Assistant II (A)	GRID/PAY LEVEL:	F SD18
COLLECTIVE AGREEMENT:	Facilities Subsector	HSCIS NO.:	15205
UNION:	HEU	JOB/CLASS CODE:	40173
PROGRAM/DEPARTMENT:	Laboratory Medicine	BENCHMARKS (If Applicable):	15205
REPORTING TO:	Unit Supervisor or designate		
FACILITY/SITE:	Various VIHA SI Sites (RJH)		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health), patient & staff safety is a priority and a responsibility shared by everyone at VIHA; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reports to Unit Co-ordinator or designated supervisor. Takes blood from patients, collects and prepares blood and other specimens for analysis, distribution, and storage; prepares media and performs specimen plating; performs lab tests such as dipstick urine analysis and glucose testing.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Prepares microbiology media and performs specimen plating.
2. Performs lab tests on samples such as urine analysis using colour-coded dipsticks.
3. Prepares staining solutions; stains, mounts and labels slides.
4. Prepares specimens such as blood, urine, and tissue for analysis by checking specimen identification with requisition and performing duties such as separating serum/plasma from cells by centrifugation. Prepares work areas by setting up instruments and specimens. Maintains related instruments.
5. Stores specimens and slides for which analysis has been completed and discards outdated specimens as directed. Completes required documentation for storage and/or distribution to various areas of the Laboratory and/or to external institutions.
6. Performs clerical functions such as recording unit values, entering information from requisitions into Laboratory computer system, or ADT system, telephoning test results, and filing reports.
7. Replenishes supplies for microbiology area and other Lab areas.
8. Participates in the buddy-system orientation process by demonstrating techniques and procedures to staff and students.
9. May occasionally take blood from patients.
10. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

Grade 12, successful completion of a recognized Lab Assistant training program plus one year recent related experience or an equivalent combination of education, training, and experience.

Skills And Abilities

- Ability to communicate effectively, both verbally and in writing.
- Ability to deal with others effectively.
- Ability to operate related equipment.
- Physical ability to carry out the duties of the position.
- Ability to organize work.
- Ability to type at 25 wpm