
FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

Job Family: Patient Care Technical

Class Series: Lab Assistants

Grid: SD21

Class Title: Lab Assistant IV

I. Level Definition

Positions at this level supervise Laboratory Assistants I and/or II, and perform a variety of analytical testing duties within the laboratory.

II. Typical Duties

- (1) Supervises Lab Assistants I and/or II and other designated staff by performing duties such as scheduling and coordinating work assignments, evaluating employee performance and determining related training and orientation requirements.
- (2) Performs routine tests such as urinalysis, cell counts, routine blood counts, sugar and albumin testing.
- (3) Operates and maintains testing equipment such as microscopes.
- (4) Maintains records of test results.
- (5) Performs other related duties as assigned.

III. Qualifications

(1) Education, Training and Experience

Grade 12 plus three years' recent, related experience including one year in a supervisory capacity or an equivalent combination of education, training and experience.

(2) Skills and Abilities

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to supervise.
- (v) Ability to organize work.
- (vi) Ability to operate related equipment.