

LABORATORY ANALYST IV - 2724

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs highly technical and skilled work performing a variety of chemical and bacteriological tests and analyses for the wastewater treatment plant, commercial and industrial sewer users; does related work as required. Work is performed under general supervision.

This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects; work requires climbing, stooping, kneeling, crouching, reaching, standing, walking, fingering, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, hazards, atmospheric conditions. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Collecting samples; performing tests; analyzing results; maintaining records; preparing reports, maintain wastewater plant laboratory certification.

Collects surface water, wastewater and industrial samples for testing to conformity of regulations;
Performs a variety of chemical and bacteriological tests;
Conducts special tests called for by superiors or by State authorities;
Notifies ORC of changes in chemical dosage or other treatment methods as indicated by test results as needed;
Analyzes industrial samples for pretreatment compliance;
Organizes and carries out testing programs for wastewater quality control tests as required;
Maintains logs of tests taken and results of analysis; prepares reports on test results;
Records tests results on forms and maintains records;
Completes chain of custody reports;
Reviews test results for accuracy, consistency and validity;
Prepares filters, weighing dishes, glassware and reagents;
Cleans and sterilizes glassware and other laboratory equipment;
Requisitions laboratory supplies and equipment;
Prepares and calibrates equipment and reagents;
Performs back up duties of interdepartmental positions such as Pretreatment Coordinator with customer compliance, record keeping and commercial user mailings;
Maintains reasonable and predictable attendance;
Performs related tasks as required

KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of chemical principles, terminology, techniques, equipment and laboratory tests pertaining to analysis of water and wastewater samples; Intermediate knowledge of the processes and treatment stages involved in water and wastewater treatment; Intermediate knowledge of state and federal rules and regulations; ability to use laboratory and related equipment and to compute and record test results; ability to plan work load to meet time requirements; skill in the operation of word processing equipment; ability to use spreadsheets; ability to establish and maintain effective working relationships with associates.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from an accredited community college with major course work in chemistry or related field and considerable experience in performing laboratory tests.

SPECIAL REQUIREMENTS:

Possession of a Grade I WWTPO, Class IV Lab Analyst certification issued by the State of North Carolina.