

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 11/15/16

CLOSING DATE: 11/22/16 (4:30 PM)

SCDC INTERNAL TITLE: DIRECTOR - LAB SERVICES SCDC POSITION #: 019631
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM
LOCATION: , COLUMBIA (RICHLAND)

STATE JOB TITLE: LABORATORY TECHNOLOGIST IV STATE JOB CLASS: ED50
PAY BAND/LEVEL: 07 A
BAND: 07 SALARY RANGE \$ 048622 - \$ 089956 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 048622 - \$ 062809 SCEIS POSITION #: 61022119

MINIMUM AND ADDITIONAL REQUIREMENTS:

A BACHELOR'S DEGREE IN MEDICAL TECHNOLOGY, MICROBIOLOGY,
BIOCHEMISTRY OR A CLOSELY RELATED FIELD AND WORK EXPERIENCE
AS A MEDICAL TECHNOLOGIST IN A SUPERVISORY, TEACHING OR
CONSULTING CAPACITY.

(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE
HUMAN RESOURCES). A BACHELOR'S DEGREE AND TWO (2) YEARS EXPERIENCE IN
MEDICAL TECHNOLOGY, MICROBIOLOGY, OR A CLOSELY RELATED FIELD WITH A
MINIMUM OF ONE YEAR OF WORKING EXPERIENCE IN A SUPERVISORY, TEACHING
AND/OR CONSULTING CAPACITY.

DESCRIPTION OF DUTIES:

PLAN, DIRECT AND COORDINATE ACTIVITIES OF SCDC LABORATORIES. ASSIGN,
DIRECT AND REVIEW WORK OF SUBORDINATE TECHNOLOGIST, TECHNICIANS, AIDES
AND CLERICAL PERSONNEL TO INCLUDE TEST RESULTS, WORKSHOPS, TRAINING
AND REMEDIAL ACTIONS; EMPHASIZES AND ENSURES ECONOMICAL USE OF
MANPOWER, FACILITIES, EQUIPMENT AND SUPPLIES. SELECT METHODOLOGY,
VALIDATE PROCEDURES, CALIBRATION, AND ESTABLISH ANALYTICAL SENSITIVITY
AND SPECIFICITY FOR ALL IN-HOUSE PROCEDURES. DEVELOP DATA FOR BUDGET
INCLUDING STAFFING ALLOCATIONS AND EQUIPMENT NEEDS. CREATE/REVIEW ALL
REQUIRED MANUALS. REQUISITION ALL LABORATORY SUPPLIES STATEWIDE.
EVALUATE AND REQUISITION LABORATORY EQUIPMENT. DEVELOP AND IMPLEMENT
PLANS TO MEET CLIA-80 FEDERAL REGULATIONS.