

LABORATORY SUPERVISOR

Class Definition

Under direction, supervises the day-to-day activities of the Wastewater Laboratory; performs technical analysis of water and sewage.

Distinguishing Characteristics

Laboratory Supervisor is a technical, supervisory class in the Wastewater Management Division. In accordance with standard procedures and policies, the incumbent supervises and conducts chemical, physical, bacteriological, and ecological examinations of untreated and treated water, industrial waste, groundwater, and raw and treated sewage. Work is reviewed through consultation, inspection, and results obtained. This class is distinguished from Chief of Wastewater Environmental Services in that the incumbent of the latter directs the laboratory and environmental control functions of the Wastewater Management Division. This class is distinguished from Senior Laboratory Technician in that the latter is the advanced working/lead level class in the Laboratory Technician series in which incumbents provide lead direction to subordinate technicians on an assigned shift.

Typical Tasks

(The incumbent may not be assigned all duties listed, nor do the examples cover all the duties which may be assigned.)

Supervises, assigns work to, and reviews the work of Laboratory Technicians engaged in water and sewage analysis.

Supervises and conducts required tests of domestic water produced and delivered by the City water system.

Supervises the maintenance of laboratory records and the laboratory Information Management System; submits regular reports as required by federal and state agencies.

Supervises the laboratory's on-going Quality Control/Quality Assurance Program.

Conducts regular chemical analysis of samples of raw and treated sewage, industrial waste, groundwater, and by-products of the wastewater treatment process.

Calculates and determines the strengths and characteristics of industrial wastewater.

Performs technical research work in a variety of complex areas related to water and wastewater treatment processes.

Trains Laboratory Technicians in the procedures and theory of chemical and microbiological testing processes.

Performs related duties as required.

Knowledge, Abilities and Skills

Knowledge of the principles of organic and inorganic chemistry including qualitative and quantitative analysis.

Knowledge of modern chemical and bacteriological laboratory procedures, techniques, and equipment.

Ability to supervise the work of technical staff and conduct effective training of subordinate personnel.

Ability to prepare clear and accurate scientific reports including graphic and statistical representations.

Ability to interpret laboratory data.

Ability to perform laboratory examinations in a safe and efficient manner.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelor*s Degree in chemistry, microbiology, environmental science, or closely related field; and one year of experience equivalent to that gained as a Senior Laboratory Technician or two years as a Laboratory Technician II with the City of Fresno.

Necessary Special Requirement

Valid California Water Pollution Control Association Grade III Laboratory Technologist Certification is desirable.

Possession of a valid California Driver*s License at time of appointment.

APPROVED: _____

Director of Personnel

DATE: _____

MR:CT;jl/03/19/91

+749/SPEC9