

GRADE: 12
DIVISION: Environmental Public Health – Environmental Health Services

POSITION SUMMARY:

Primarily responsible for performing quantitative, qualitative, and comparative analyses of environmental samples for the purpose of monitoring, regulating, or identifying contaminants. Performing advanced biological, chemical and physical examinations on environmental, drinking and waste waters. Data entry of water analysis results.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

The following functions represent the majority of the duties performed by the position, but is not meant to be all-inclusive or prevent other duties from being assigned when necessary.

ESSENTIAL JOB FUNCTIONS:

1. Performs chemical and instrumental analysis of water samples in order to determine presence of organic and inorganic materials or metals.
2. Performs bacteriological analysis of potable and non-potable water samples.
3. Evaluates and interprets analytical results, draws conclusions, prepares reports of findings, and maintains accurate records of examinations performed.
4. Performs basic maintenance and repair of laboratory instruments and equipment.
5. Receiving samples and verifying conditions and aliquots appropriate to requested analyses.
6. Completes required training in support of duties and responsibilities of this position.
7. Other duties as assigned including those required to fulfill activities in support of public health emergency operations.
8. Prepares records and reports that record the Department's compliance with requirements of Environmental Protection Agency and Department of Environmental Quality certifying agencies.
9. Confers with internal environmental departments and external environmental agencies to plan and schedule laboratory testing and determine proper test methodology.
10. Makes recommendations for the requisition of supplies and equipment.
11. Provides interpretation of test results to appropriate external agencies or internal departments.
12. Recommends chemical analytical tests which will identify specific environmental conditions.

QUALIFICATIONS/SPECIFICATIONS:

Education – Baccalaureate degree in chemistry or related scientific field with at least 20 hours of chemistry preferred.

Experience – Two years of experience in conducting various organic and inorganic chemical analyses and bacteriological testing in a laboratory preferred. Experience in a public health laboratory preferred.

Knowledge and Skills:

- Knowledge of laboratory instrumentation and skills in performing physical, bacteriological, and inorganic chemical analyses, and operation and maintenance of related instruments and equipment (specifically: GC, TOC analyzer, AA mercury analyzer, ICP, AA/furnace, and flow-injection analyzer).
- Visual, audio, olfactory, and dexterity skills are necessary to perform testing on samples.
- Ability to write clear, concise, and complete technical reports.
- Skill in performing physical, chemical, and bacteriological tests using complex laboratory equipment and applying laboratory safety procedures.
- Visual, audio, olfactory, and dexterity necessary to test/perform identification of laboratory specimens.
- Proficient in use of computer, Microsoft Office applications, and D.E.Q. (Department of Environmental Quality) reporting system.

Licenses – None.

INTERNAL AND EXTERNAL WORKING RELATIONSHIPS:

- Internal contact to provide advice on inorganic chemical testing and sampling techniques and to provide information arising from inorganic chemical tests.
- External contact with other governmental agencies and individuals to provide chemical testing results and interpret results requiring ability to organize and present specific data clearly and with normal diplomacy.

PHYSICAL EFFORT:

Occasional physical effort required in moving gas cylinders or equipment; bending, twisting, and reaching behind and around equipment.

SUPERVISORY RESPONSIBILITY/ACCOUNTABILITY:

Direct Supervision – None.

Indirect Supervision – None.

Budget/Money/Material – No direct accountability.

Reports to – Supervisor, EHS Laboratory

WORKING CONDITIONS:

Regular exposure to hazardous chemicals, fumes, and unknown hazardous samples that could cause physical injury or illness.

SPECIAL REQUIREMENTS:

- Must maintain TCCHD record confidentiality unless officially authorized to release a record.
- Must possess ability and willingness to perform job-related travel.

FLSA Status: Exempt