

STATE OF OHIO (DAS)CLASSIFICATION
SPECIFICATION**CLASSIFICATION SERIES:**

Chemical Laboratory Supervisor

SERIES NO.:

8322

MAJOR AGENCIES: Agriculture, Health, Industrial Relations,
Natural Resources, Transportation, EPA**EFFECTIVE DATE:**

08/20/2006

SERIES PURPOSE:

The purpose of the chemical laboratory supervisor occupation is to supervise laboratory scientists & other laboratory personnel.

At the lower level, incumbents supervise laboratory scientists & other laboratory personnel assigned to one laboratory section.

At the higher level, incumbents manage activities of multiple laboratory functions or sections & supervise lower-level supervisory personnel or manage activities of crime laboratory & supervise all personnel assigned in performance of toxicological & other forensic examinations.

CLASS TITLE

Chemical Laboratory Supervisor 1

CLASS NUMBER

83226

PAY RANGE

13

EFFECTIVE

08/20/2006

CLASS CONCEPT:

The first supervisory level class works under direction & requires thorough knowledge of chemistry in order to supervise laboratory scientists & other assigned laboratory personnel in one laboratory section & ensure timely & accurate analysis of samples submitted to laboratory.

CLASS TITLE

Chemical Laboratory Supervisor 2

CLASS NUMBER

83227

PAY RANGE

14

EFFECTIVE

08/20/2006

CLASS CONCEPT:

The second supervisory level class works under direction & requires thorough knowledge of chemistry & supervisory principles/techniques in order to manage & direct multiple laboratory functions/sections & supervise lower-level supervisory personnel, or manage activities of crime laboratory for State Highway Patrol & supervise criminalists & sworn officers (e.g., highway patrol sergeant) in performing toxicological & other forensic examinations.

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Chemical Laboratory Supervisor 1	83226	EX	08/20/2006	13

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Supervises laboratory scientists & other laboratory personnel assigned to one laboratory section (e.g., reviews, evaluates & reports results of analyses generated by section personnel, oversees maintenance of laboratory section & recommends changes in procedures).

Performs & oversees chemical tests (e.g., tests of new chemical procedures & methodology development, tests for origins of disastrous fires, evaluates test results & prepares written reports); prepares new testing procedures; institutes quality control for laboratory instruments.

Performs related miscellaneous duties (e.g., advises & assists in budget preparation; maintains records; orders supplies & equipment & maintains inventory; acts as consultant to industry, consumers & other governmental agencies; attends meetings, seminars & training courses to maintain professional status on new procedures; gives expert testimony in court).

MAJOR WORKER CHARACTERISTICS:

Knowledge of chemistry; chemical analysis; laboratory safety practices; employee training & development; supervisory principles/techniques*. Skill in operation & routine maintenance of laboratory equipment. Ability to understand abstract field of study; prepare meaningful, concise & accurate reports; demonstrate manual dexterity.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Completion of graduate core program in chemistry; 12 mos. work exp. in analytical chemistry; 6 mos. trg. or 6 mos. exp. in employee training & development.

-Or completion of undergraduate major core program in chemistry; 24 mos. exp. in analytical chemistry; 6 mos. trg. or 6 mos. exp. in employee training & development.

-Or 6 mos. exp. as Laboratory Scientist 3, 83213.

Positions responsible for supervising testing of body fluids &/or tissues must also qualify under Federal Regulations, Title 20, Chapter III, Part 405 (Conditions for Coverage of Services of Independent Laboratories).

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Exposed to caustic or toxic chemicals; may work varying hours.

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Chemical Laboratory Supervisor 2	83227	EX	08/20/2006	14

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Manages & directs activities of multiple laboratory sections & supervises lower-level chemical laboratory supervisors;

Or

manages activities of crime laboratory for State Highway Patrol (e.g., develops laboratory methods & policies to identify & quantitate alcohol & drugs of abuse in biological fluids & methods for other types of forensic examinations; assists section officers in developing standards & policies to comply with all accreditation goals & standards) & supervises criminalists & sworn officers (e.g., highway patrol sergeants) in performing toxicological examinations of biological fluids & other forensic examinations.

Represents laboratories in contacts with other governmental agencies &/or medical & legal professionals; conducts training for non-departmental employees (e.g., police officers), attends meetings, gives talks & testifies in court.

Performs tests &/or maintenance on equipment; advises on contract negotiations for services & fiscal & manpower forecasting; prepares scientific papers for publications; conducts research & drafts opinions on effects of alcohol & drug abuse.

MAJOR WORKER CHARACTERISTICS:

Knowledge of chemistry; chemical analysis; laboratory safety practices; supervisory principles/techniques; management*. Skill in operation & routine maintenance of laboratory equipment. Ability to understand abstract field of study; prepare meaningful, concise & accurate reports; write scientific articles for publication; demonstrate manual dexterity; handle sensitive inquiries from & contacts with officials & general public.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Completion of graduate core program in chemistry; 18 mos. work exp. in analytical chemistry; 6 mos. trg. or 6 mos. exp. in supervisory principles/techniques.

-Or completion of undergraduate major core program in chemistry; 30 mos. exp. in analytical chemistry; 6 mos. trg. or 6 mos. exp. in supervisory principles/techniques.

-Or 6 mos. exp. as Chemical Laboratory Supervisor 1, 83226.

-Or 12 mos. exp. as Laboratory Scientist 3, 83213; 6 mos. trg. or 6 mos. exp. in supervisory principles/techniques or as lead worker providing work direction & training to other employees.

Positions responsible for supervising testing of body fluids &/or tissues must also qualify under Federal Regulations, Title 20, Chapter III, Part 405 (Conditions for Coverage of Services of Independent Laboratories).

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Exposed to caustic or toxic chemicals; may work varying hours; requires travel.