

## HIGHER EDUCATION PERSONNEL BOARD

Specification for Class

Class Code: 4739

### ELECTRON MICROSCOPE TECHNICIAN SUPERVISOR

**Abolished Effective June 1, 2005**

#### BASIC FUNCTION

Supervise laboratory staff and direct the work of post-doctoral fellows.

#### DISTINGUISHING CHARACTERISTICS

With delegated authority, interview and recommend selection of applicants, train new employees, assign and schedule work, act upon leave requests, conduct annual performance evaluations and recommend disciplinary action.

Instruct laboratory personnel and others in laboratory procedures; perform and apply advanced, specialized techniques; direct the operation of the laboratory; develop new techniques; and serve as a technical consultant to faculty and staff.

#### TYPICAL WORK

Perform or supervise staff performing specialized or difficult ultrastructural procedures such as autoradiography, immunoelectron microscopy, serial suctioning, cryo-thin sectioning, cryo-fracture, ultrastructural enzyme cytochemistry, shadowing, negative staining, and scanning electron microscopy;

Provide technical consultation to faculty and investigators with diagnostic problems or research projects involving the use of the electron microscopy laboratory;

Instruct and direct difficult work operations, inspect work in progress and assure standards of quality required by work are met; maintain workload recording system;

Oversee the operation of, training, and maintenance of an electron microscope; make minor repairs and determine service needs;

Prepare and monitor laboratory budget; perform patient charges;

Develop and implement new procedures; conduct literature searches and adapt techniques to specific hospital and research needs;

Purchase and maintain laboratory equipment;

Perform the work of Electron Microscope Technician III;

Perform related duties as required.

MINIMUM QUALIFICATIONS

A Bachelor's Degree in a science-related field which includes coursework in such areas as chemistry, biology, geology, natural sciences, or related sciences, AND three years years of experience in an electron microscopy laboratory, one year of which must be as an Electron Microscopy Specialist OR equivalent education/experience.

New Class: 10-6-89