



ClearDx Labs

JOB DESCRIPTION

Title: Lab Technologist	Job Type: Full-Time (FTE)
Level: I or II or III	Hours: 8 hour-shift
Reports to: Laboratory Director	Shift: Day/Night*
Version: 1.0	Work Days: Monday-Friday*
Date: 20-February-2023	Location: Gaithersburg, MD

*Shift and work days will be discussed during interview process. Depending on the sample volume, these will need to be adjusted.

Position Summary

The Lab (Genomic) Technologist is responsible for pre-analytical, analytical and post-analytical processes associated with specimen processing and test performance in the ClearDx Laboratory. This role is responsible for performing clinical molecular assays using multiple methodologies and instrumentation according to CLIA/CAP/GCP policies and procedures. The Genomic Technologist is expected to produce high quality test results in a timely and efficient manner

The Lab Technologists I, II or III are distinguishable not only by the level of education and years of experience, but also by supervision required, knowledge and ability in troubleshooting, complexity of assignments.

Job Responsibilities

1. Ensures proper use of all protocols for specimen handling including pre-analytical, analytical and post-analytical processes.
2. Assures the accuracy and precision of all clinical tests performed by adhering to the laboratory's Quality Control Standard Operating Procedures.
3. Receives specimens submitted to laboratory. Utilizes policies and procedures for requisition and specimen requirements to determine whether the submitted specimen can be processed for analysis. Assures proper storage and procedures for specimens that cannot be immediately analyzed.
4. Answers inquiries regarding specimen handling, results and other technical information.
5. Demonstrates ability to troubleshoot issues related to malfunction of instrument or reagent as well as operator error.
6. Demonstrates knowledge of quality assurance and quality control.
7. Analyzes all test and quality control results for errors, inconsistencies and deviations prior to reporting results. Documents all observations and corrective actions accordingly.
8. Performs routine equipment maintenance and function checks.



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9. Enters procedural, technical and QC data into laboratory information system.
10. Communicates any pertinent information or problems with laboratory supervisor or laboratory director in a respectful and proactive manner.
11. Stocks supplies and cleans laboratory and prepares laboratory for next day's processing requirements.
12. Monitors inventory and supply levels.

Job Requirements

Education

Bachelor's or master's degree in biological, chemical or physical sciences.

Experience

Level I:

- Bachelor's degree: 0-2 years of experience working in a clinical or research laboratory.

Level II:

- Bachelor's degree: 3-4 years of experience working in a clinical or research laboratory.
- Master's degree: 1+ year of experience working in a clinical or research laboratory.

Level III:

- Bachelor's degree: 5+ years of experience working in a clinical or research laboratory, preferably handling samples in CLIA certified laboratory.
- Master's degree: 3+ years of working in a clinical molecular laboratory, preferably handling samples in CLIA certified laboratory.

Knowledge, Skills and Abilities

- Knowledge of molecular principles and techniques.
- Knowledge and ability to use automated and conventional laboratory equipment and laboratory testing methodologies.
- Knowledge and ability to use laboratory information systems.
- Excellent organizational skills.
- Strong communication skills.
- Strong attention to detail.
- Ability to demonstrate a positive approach to learning new or existing methods, techniques and/or procedures.
- Ability to accept constructive criticism in a positive manner and take corrective action to improve performance.



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- Ability to demonstrate professionalism at all times.
- Ability to work independently and as part of a team to produce accurate, high quality test results in a timely and efficient manner.
- Ability to work in high volume, stressful situations.

Contact Information:

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