

Position Title: Specimen Processor
Department: Laboratory
Pay Rate: Depends on Experience

Job Summary:

Performs specimen processing of samples from referral accounts. Work as a phlebotomy technician when needed, chain of custody drug screens.

Job Relationships:

Responsible to: Laboratory Director, Chief Technologist, and Specimen Processing Coordinator
Positions directly supervised: none

Essential Job Functions:

The following is a summary of the essential functions of this job. The incumbent may perform other duties, both major and minor, that are not mentioned below; and specific functions may change from time to time. Performs Specimen Processing of samples. Performs Clerical duties required to process orders and obtain results. Maintains stock of supplies for specimen processing. Referral specimens. Works as a phlebotomy technician when needed.

Education and formal training:

High School diploma or equivalent is necessary, but some college is preferred. Phlebotomy certification or training. Must be able to read and write.

Work Experience:

One or more years as a Phlebotomy Technician.

Knowledge, skills, and abilities required:

Must have problem solving abilities. Must be able to coordinate workload and be able to perform many tasks simultaneously with little supervision. Must be able to develop and give instructions to perform a series of precise technical tasks.

Physical Requirements:

Must be mobile enough to obtain blood specimens from bed ridden as well as ambulatory patients and deliver charting of patient results. Must be able to see test results on computer terminal and be able to speak and hear for communication with patients, hospital personnel, etc. Must be able to lift 50 lbs.