



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Medical Technologist [Classified Competitive]		Salary \$45,053.25-\$63,537.63 (P18)	
Posting Number 363-18	Position Number 952468, 935617, 944813, 952482	Number of Positions 4	Posting Period * From: 11/7/2018 To: 11/21/2018
Location: Public Health Environmental Laboratory Newborn Screening 3 Schwarzkopf Dr, Ewing, NJ		Scope of Eligibility/Open to: Department of Health Employees	

GENERAL DESCRIPTION

Under the direction of the Newborn Screening Program Manager or other supervisory officer, performs the following: Complex assays according to standard operating procedures including accurately preparing and labeling required reagents. Program instrument computers to correctly assay specimens and initiate testing procedure on instrument.

Complex routine daily, weekly, monthly, and annual instrument maintenance as required by instrument manufacturer including cleaning of integral parts, appropriate disposing of waste solutions, pipette calibrations, and replenishing required reagents and plastic consumables. Immediately notify supervisor of malfunctioning equipment for repair.

Open packages from hospitals and physicians containing patient specimens. Review specimens for acceptable quality according to standard operating procedures. Review demographic information for completeness and accuracy. Notify supervisor of unacceptable specimens for rejection from testing. Communicate with hospitals and physicians about specimen quality or submission errors. Request repeat specimens as necessary. Instruct medical staff on proper submission procedures for patient specimens to laboratory. Disposal of biohazardous waste and chemicals

Participate in rotating schedule for preparation of specimens for testing. Operate punching instruments for distribution of specimens to laboratory's testing units. Ensure all specimens are accurately punched and all specimen trays contain the required number of patient specimens. Distribute prepared specimen trays to testing units for evaluation.

Transfer results from instrument computer to laboratory computer system. Verify accurate transfer. Merge results with patient records in laboratory computer system. Prepare log of specimens with abnormal results for supervisor review.

Communicate patient specimen workload with supervisor to best schedule performance of assays. Coordinate with other technicians to provide coverage and assistance during performance of assays.

Prepare quality control reports for supervisor review. Maintain record of laboratory statistics including number of specimens assayed, amount of control material utilized, and overall number of tests performed for supervisor review.

Monitor reagent and consumable inventories and notify supervisor when supply levels reach threshold.

File patient specimens for long-term storage according to regulations. Prepare storage boxes of assay worklists and test results for long-term storage.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree in Medical Technology.

NOTE: Certification as a Medical Technologist by a certifying agency approved by the National Commission for Health Certifying Agencies, may be substituted for the Bachelor's degree in Medical Technology.

NOTE: Possession of the qualifications of a Medical Technologist as required under Federal Medicare Regulations Subpart M Part 405:1315, Chapter 3, Title 20 of the Code of Federal Regulations for coverage of services of independent laboratories or under the New Jersey State Administrative Code NJAC 8:44-2.6, may be substituted for the Bachelor's degree in Medical Technology.

EXPERIENCE: One (1) year of bio-analytical laboratory experience in a certified private, public health or hospital clinical laboratory which shall have included work in one or more of the following areas: hematology, immunohematology, urinalysis, clinical chemistry, serology, bacteriology, and parasitology.

NOTE: A Master's degree in Medical Technology or a related field from an accredited college or university may be substituted for one (1) year of the experience as indicated above.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTLABS@doh.nj.gov
- Mail the required documents to:
Rosalind Finney, Executive Assistant 2
Public Health and Environmental Laboratories
Reference Posting #363-18
New Jersey Department of Health
PO Box 361
Trenton, NJ 08625-0361

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*

- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
- *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
- *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
- *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
- *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
- **The New Jersey Department of Health is an Equal Opportunity Employer.**