Downloaded from <https://www.velvetjobs.com/job-descriptions/medical-laboratory-technician>

# Example of Medical Laboratory Technician Job Description

Our growing company is looking for a medical laboratory technician. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for medical laboratory technician

* This person will assure compliance with company standards and applicable regulatory agencies
* He/She will participate in failure investigations to help determine root cause, track and trend data, identify and suggest process improvements to improve business measures
* The Serologist I will perform testing within established timelines in accordance with current cGMP’s
* He/She will participate in equipment maintenance/calibration program
* The successful candidate will have the ability to prioritize and handle multiple tasks and challenges at one time and have the ability to work in a team environment and provide customer focused results in an efficient manner
* The Serologist I will document results clearly and accurately be able to interpret results by comparing results against appropriate specification requirements
* He/She will perform data entry of critical product/process information and test results to be used in trend analysis
* He/She will maintain work areas and equipment ensure calibration and maintenance of equipment is performed at designated intervals
* The successful candidate will adhere to departmental and Ortho SOP’s and safety requirements be accountable for notifying management of any out of specifications or abnormal trend in results in a timely manner
* He/She will be accountable for reporting nonconformance’s to management immediately

## Qualifications for medical laboratory technician

* Relationship and courteous interactions with the public
* Associate’s degree from a CAHEA accredited MLT program or completion of a CAHEA accredited MLT certificate program
* Appropriate certification from one of the nationally recognized certification agencies, ASCP or NCA
* For MLT eligible military personnel, successful completion of an official U.S. military medical laboratory training course of at least 50 weeks and the military enlisted specialty of Medical Laboratory Specialist is required
* This position is full-time mixed shifts rotating weekends
* Medical Lab Tech with National Certification (ASCP) or equivalent within 1 year