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# Example of Medical Laboratory Job Description

Our growing company is hiring for a medical laboratory. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for medical laboratory

* Responds to inquiries regarding specimen handling, test results, patient preparation, problem specimens
* Answers phone for the department and responds to requests by phone and writing for slides, reports, tissue blocks
* Demonstrates the knowledge and skills to train new employees and/or students in general lab policies/procedures department/section specific policies/procedures
* Measures specimens and/or reagents quantitatively using pipettes, making necessary dilutions in accordance with standard procedures using manual or automated methods
* Follows all safety (including infection control and hazardous material) policies and procedures
* Must be able to perform quality control and calibrations according to Laboratory SOP
* Must be able to accurately perform manual differential and urine microscopics
* Must be able to provide training and guidance to MLS students and Clinical Lab Assistants
* Must adhere to Laboratory's quality control policies and document all quality control activities
* Must ensure all corporate safety, quality control, and quality assurance standards are met

## Qualifications for medical laboratory

* BS Degree from accredited university, or equivalent, preferably with a Medical Technology internship at an OR degree from accredited MLT program
* Minimum 1 year of experience as a Technician in a hospital laboratory is preferred
* 2 years of lab management experience required (5 or more preferred)
* Assists in performing therapeutic reproductive cell processing and cryopreservation for the Special Procedures Laboratory
* Typing, minimum 30 wpm, required
* Requires Associates Degree within 90 days of start date