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# Example of Processing Tech Job Description

Our growing company is hiring for a processing tech. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for processing tech

* Has working knowledge of infection prevention and sterilization practices, principles and techniques
* Preforms all duties essential to quality high throughput data generations associated with platform specific technology-including but not limited to assigned primary platform and/or secondary platform(s)
* Gain and maintain the ability to operate all electronic and robotic equipment essential to primary platform processing
* Maintain consistency and quality in lab techniques and procedures within an ever changing and fluid work environment
* May assist in the training of new technicians and interns in order to better manage laboratory workload
* Proficiency in providing input to the best ways to maximize laboratory efficiency
* Accurate record keeping which includes but is not limited to laboratory notebooks, lot record tracking, sample archives, LIMS and/or repository as necessary
* Proficiency in a variety of molecular biological techniques
* Generates and analyzes initial data from a variety of laboratory techniques and analytical instrumentation
* Assists in maintaining the laboratory including alerting appropriate personnel when there is a need for ordering supplies and/or equipment, calibrating instruments, performing preventive maintenance, following established cleaning protocols and assuring a safe environment

## Qualifications for processing tech

* Performs assigned duties to maintain, unit in a state of survey readiness and maintain quality initiatives
* Ability to operate all sterilizers (Steam, ETO, Sterrad, Steris) including completion and maintenance of appropriate documentation
* Ability to safely operate washer disinfectors and cart washers
* Ability to identify safety issues associated with the washer disinfector and the cart wash
* Ability to use SPM for the purpose of setting, locating, and determining appropriate substitutions
* Knowledge of all appropriate computer systems/programs applicable to role