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# Example of Supervisor, Lab Job Description

Our company is searching for experienced candidates for the position of supervisor, lab. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for supervisor, lab

* Providing day-to-day supervision of test performance by validated testing personnel
* Oversees the monitoring of department inventory on a regular basis by direct supervision of orders through Min-Max, monitoring of standing orders and material requisitions
* Participates on interdepartmental committees or teams
* Teaches students and trains new partners
* Assures enrollment in appropriate proficiency testing programs, administrates proficiency testing program according to regulatory standards and assures acceptable performance for all lab specialties performed at assigned laboratory
* Develops effective policies, procedures and performance standards for all lab specialties performed at assigned laboratory
* Assures initial and annual tech competency checklists are completed for all lab specialties performed at assigned laboratory
* Evaluates new methods, procedures and equipment for all lab specialties performed at assigned laboratory
* Serves as a technical resource to medical staff, system laboratories and other departments for all lab specialties performed at assigned laboratory
* Maintains appropriate supply level of inventory to assure smooth operation of laboratory

## Qualifications for supervisor, lab

* A minimum of an Associate’s Degree in a technical degree program or equivalent experience is required
* Bachelor’s degree in Engineering or Engineering Technology (BSME, BSMET, BSEE, BSEET) is preferred
* The supervisor will be expected to perform Gas and Electric Heat Testing as needed
* ASCP certification in Cytogenetics or Molecular is required
* 7 years of experience in a Cytogenetics or Molecular laboratory at the Technologist level or above required
* A minimum of 2 years of experience in a leadership capacity is highly preferred