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

# Example of Supervisor Laboratory, Laboratory Job Description

Our company is hiring for a supervisor laboratory, laboratory. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for supervisor laboratory, laboratory

* Ensure all employees are knowledgeable of and adhere to mill safety policies and regulations
* Serves as requisition preparer, coordinates supply purchases, maintains records and inventory, implements budget, accounts for expenditures, maintains laboratory equipment in accordance to established procedures, keeping abreast of equipment improvement
* Instructs, trains, and provides technical expertise to 7 Teaching Assistants in specific laboratory techniques, equipment operation and safety
* Supervise the activities of the WWTP laboratory and assist in the operation (as Back-up ORC) of the plant to ensure environmental, health, and safety guidelines set forth by the State of North Carolina and Evergreen Packaging are met
* Participate in the purchase of or acquisition of new laboratory equipment
* Have 24 hour responsibility and assure that all testing procedures are performed according to regulatory guidelines and within established turn around times
* Have responsibility for quality assurance and quality improvement projects and efforts within their division
* Have overall responsibility for hiring, coaching and counseling, performance evaluations, competency assessment and progressive discipline
* Serves as a consultant to laboratory personnel and other health care providers, as needed
* Performa a variety of routine and complex procedures using established criteria to provide quality clinical information

## Qualifications for supervisor laboratory, laboratory

* Must be able to lift and carry up to 50 lbs and push 70 lbs
* Must be able to work in walk-in freezers or refrigerators periodically
* Experience in laboratory procedures, data analysis, computer operations, mathematics, and technical/business writing
* Ability to work overtime and rotating weekends as needed
* 2-3 years of supervisory experience in a related field, including laboratory supervision experience
* Must be able to organize and lead laboratory personnel in a manner that reflects corporate goals and objectives and schedule workflow so as to optimize laboratory productivity and client satisfaction in a cost effective manner