



# Example of Laboratory Associate Job Description

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Our innovative and growing company is searching for experienced candidates for the position of laboratory associate. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for laboratory associate

- Identifies acceptable and unacceptable specimens, including those that may adversely impact patient results
- Verifies receipt of specimens for processing including inpatients, outpatients, and those requiring special billing
- Handles instrumentation in compliance with established standards to ensure a safe working environment for self and others
- Assists in maintaining inventory for all storeroom items, media and reagents
- Identifies and reports any discrepancies in supply shipments to management, as needed
- Performs daily quality control activities and documents results
- Prepares and processes all necessary forms and samples for testing to be performed at reference laboratories
- Responsible for organizing lab space, maintaining minimum lab floor stock levels and ordering supplies when necessary
- Required to wear personal protective equipment as needed and may be required to maintain a Lab notebook
- Assist Drug Delivery scientists with the set up of in vitro skin penetration experiments, sample preparation and maintenance of the systems used in this assay

## Qualifications for laboratory associate

- Must have the ability to wear a respirator for a period of time

Microscope and additional sample preparation instrumentation

- High school diploma or educational equivalent and 1 years relevant experience
- Associate or Bachelor's in a Life Science or relevant experience
- Associate's degree in chemistry or closely related physical science with 2 years work experience
- Previous experience with managing analytical laboratory equipment preferred