



Example of Medical Laboratory Technician Job Description

Powered by www.VelvetJobs.com

Our company is growing rapidly and is looking to fill the role of medical laboratory technician. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for medical laboratory technician

- Maintains logs, binders, and records of activities
- Organizes and files paperwork, manuals, and binders
- Calibrates minor equipment including but not limited to timers and thermometers
- Assists with appointment coordination of repair and upkeep for major laboratory equipment including but not limited to centrifuges and freezers
- Assists with laboratory equipment inventory
- Must be able to be on call and respond to equipment issues 24/7
- Assists with the coordination of all aspects of the safety and health program of laboratory staff
- Gives safety presentations
- Monitors day-to-day facilities issues
- As needed, updates muster sheets and safety boards

Qualifications for medical laboratory technician

- Ability to write technical reports and procedures, synthesize and integrate data, summarize findings utilizing statistical techniques such as means and averages, percentages, standard deviations and mathematical skills equivalent to college level mathematics
- Good laboratory technique with some analytical expertise
- Ability to be flexible and work in a rapidly changing task environment and

- Must have good communication with Engineers
- Study or a Medical Technician degree, with 0–2 years of experience