

## Job Description

**Job Title:** Medical Technologist      **Job Code:** 903210/903211      **Job Family:** Direct Care  
**Pay Grade:** JC.15.17      **FLSA:** Exempt/Non-Exempt\*      **EEO:** Technicians  
**Department/Agency:** Countywide      **Position Number(s):** Multiple  
**Recommended Position Title(s):** Medical Technologist

**The following Core Competencies apply to everyone and are essential to all County jobs:**

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork– Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

**Essential Duties:**

- Collects specimens to perform laboratory testing of low and moderate complexity using universal precautions; interprets and reports lab results to health care staff; labels, documents, and processes lab specimens.
- Implements and participates in proficiency testing to ensure quality, accuracy, and reliability of lab results; conducts routine preventive maintenance of laboratory instruments; records and tracks inventory levels according to established protocols.
- Monitors and addresses safety concerns; disposes of laboratory and clinic bio hazardous wastes; maintains equipment; documents temperatures of environment, refrigerators, incubators, and freezers.
- Documents laboratory test results; maintains records and filing system of lab results.

**Supervisory Responsibilities:**

- Yes  No This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

***Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.***

**Minimum Job Requirements:**

Bachelor's degree in Medical Technology, Biology, Chemistry, or a related physical science field and Certified Medical Technologist license are required.

***Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.***

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### **Preferred Job Requirements:**

Bachelor's degree in Medical Technology and one year of post degree experience as a Medical Technologist are preferred.

### **Education/Experience Substitutions:**

Yes  No Experience may be substituted for degree.

Yes  No Education may be substituted for experience.

### **Physical, Environmental, and Special Working Conditions:**

Exposure to hazardous materials (bodily fluids).

Within sixty (60) days of hire, employees (select DHE and EMS positions) must produce proof of immunization, proof of immunity, proof that immunization is medically contraindicated, submit a written objection to immunization based upon a sincerely held religious belief, or receive vaccination for the following: Measles, Mumps, and Rubella (MMR); Tetanus Diphtheria and Acellular Pertussis (TDAP); and Varicella (Chickenpox).

All County employees may be called upon to assist other departments in a declared emergency situation.