

Title: Laboratory Chemist
PG: 56
Status: Civil Service
Position Reports to: Designated Supervisor
Department: Lakeland Electric

Class Code: 2195
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is technical laboratory and analytical work at a supervisory/professional level involving the performance of a variety of chemical, biological, and physical tests related to operations of the Main Laboratory at the McIntosh Plant facilities. Work involves responsibility for compliance in accordance with prescribed procedures and techniques as required by regulatory agencies. Employee exercise considerable independent judgment and is responsible for overseeing, supervising, and participating in the operations of the laboratory. Work is subject to periodic inspections by regulatory agencies.

ESSENTIAL FUNCTIONS:

1. Develops, interprets, and implements laboratory quality assurance/quality control programs as required.
2. Monitors safety, technical, and administrative requirements to meet and maintain state laboratory certification.
3. Provides supervision, maintains laboratory database, work schedules and assigns work tasks.
4. Conducts specialized research tests aimed at improving plant operations.
5. Oversees and participates in daily laboratory operations.
6. Ensures that analysis results and related information/reports are logged, prepared, and distributed.
7. Interacts in activities related to plant operations and customer concerns.
8. Develops improved laboratory techniques and instructs personnel in the same.
9. Responsible for inventory, budgeting, and ordering of laboratory equipment, materials and supplies.
10. Monitors ground and surface water sampling techniques and procedures, ensures compliance with state requirements.

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Thorough knowledge of standard laboratory principles, techniques, terminology, equipment, materials, and safety precautions.
2. Thorough knowledge of regulatory requirements related to laboratory operations.
3. Thorough knowledge of environmental sciences and strong background in analytical chemistry.
4. Knowledge of apparatus and techniques used in field collection and testing for pollutants in natural waters.
5. Ability to operate specialized laboratory equipment such as an Ion Chromatograph or Bomb Calorimeter.
6. Ability to accurately perform standard chemical and biological analysis.
7. Ability to maintain and update computer data base and files pertaining to laboratory analysis.
8. Ability to perform statistical analysis and make detailed oral and written reports.
9. Ability to give concise oral instructions or to carry out the same.
10. Ability to establish and maintain harmonious and effective working relationships with supervisors, co-workers, other City employees, and the general public.

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WORKING ENVIRONMENT/CONDITIONS:

Requires some manual labor work that involves walking or standing some of the time, exerting up to 70 pounds of force on a recurring basis, routine keyboard operations, operate City vehicles. Work may include fieldwork as required at various job sites as well as to perform job duties in an office, power plant, railcar repair shop and outside environment. The job risks exposure to extreme noise levels, dusts, pollen, bright/dim light, extreme cold and or heat, wet or humid conditions, fumes, noxious odors and heights. The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. Graduation from an accredited college or university with a four (4) year degree with a major in chemistry, environmental sciences, or biology.
2. Six (6) years of experience in a commercial laboratory, some supervisory experience desirable.
3. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.
4. Completion of City University Level one (1) or completion within twelve (12) months.

SPECIAL REQUIREMENTS:

1. Must possess a valid state of Florida driver's license.
2. Must maintain a valid home telephone number.
3. May be required to attend meetings at locations other than primary work location.
4. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the utility.
5. May be required to pass and maintain qualifications for:
 - a. Respiratory Protection Physical
 - b. Pulmonary Function
 - c. Qualitative and Quantitative Fit Test(s)
6. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.