

## Position Description: Laboratory Technician

<b>Division</b>	System Performance & Major Projects	<b>Department</b>	System Performance & Productivity
<b>Classification</b>	GEA Level 5	<b>Location</b>	South
<b>Employment Category</b>	Full Time	<b>Reports To</b>	Laboratory Coordinator

### Roles Reporting to Position

<b>Direct Reports</b>	<b>No. of Employees</b>	N/A	<b>Position Titles</b>	•
<b>Indirect Reports</b>	<b>No. of Employees</b>	N/A	<b>Position Titles</b>	•

### Primary Objective

The Laboratory Technician performs microbiological and/or chemical testing on water and wastewater samples to ensure compliance and operational testing is complete to meet business, environmental and health requirements.

### Key Accountabilities

Key Result Area	Major Activities
<b>Laboratory Testing</b>	<ul style="list-style-type: none"> <li>Perform chemical or microbiological testing following the Laboratory Quality Manual within the guidelines of NATA 17025 and following instructions from Chemist and Microbiologist regarding technical issues</li> <li>Perform general laboratory duties associated with testing including quality controls, calculations, equipment calibration and maintenance, reporting of corrective actions and non-conformances.</li> <li>Participate in regular proficiency testing, internal audits, risk assessments external audits and training</li> <li>Perform general Laboratory housekeeping duties including washing, discard, stock control and assist in the day-to-day operations of the laboratory as directed</li> <li>Perform delegated signatory duties as directed</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>Actively participate as a member of the Laboratory team for the purposes of delivering best practice and consistency across work teams</li> <li>Provide information and support to other areas within the Works Program and Services Department as required</li> <li>Communicate effectively and proactively with key stakeholders internal and external to TasWater</li> </ul>
<b>Quality</b>	<ul style="list-style-type: none"> <li>Perform all duties in accordance with the Laboratory Quality Manual and within the guidelines of NATA 17025.</li> <li>Comply with other state and national legislative and regulatory requirements</li> </ul>
<b>Work Health and Safety</b>	<ul style="list-style-type: none"> <li>Responsible for own safety and the safety of others</li> <li>Accountable for ensuring the safety of the community, our workforce and our contractors is not compromised</li> <li>Promote Zero Harm and adhere to safety policies and procedures at all times.</li> </ul>

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Challenges				
<ul style="list-style-type: none"> <li>Performing testing following standard methods, efficiently and timely to meet business reporting requirements</li> <li>Be available to perform reasonable rostered weekend duties</li> </ul>				
Key Relationships				
Internal	<ul style="list-style-type: none"> <li>Liaise with sample receipt and microbiological and chemical teams as required</li> <li>Inform laboratory coordinator of non-conformances or other issues</li> <li>Provide assistance to system performance and service delivery</li> </ul>			
External	<ul style="list-style-type: none"> <li>Communicate effectively with customers including samplers, as required</li> <li>Communicate with auditors and suppliers as required</li> </ul>			
Decision Making Authority				
Independent	<ul style="list-style-type: none"> <li>Perform testing according to test methods, including acceptance criteria</li> </ul>			
With Input	<ul style="list-style-type: none"> <li>Release results with approval from signatory</li> </ul>			
Knowledge, Skills & Experience				
Selection Criteria	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Bachelor of Science or Diploma of Laboratory Technology with experience or equivalent demonstrated experience</li> <li>C class drivers licence</li> </ul>			
	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>Chemistry or Microbiology background</li> <li>Experience in a similar position with bench work is preferred</li> <li>Understanding of and commitment to quality laboratory practices</li> </ul>			
	<p><b>Physical Requirements of the Role</b></p> <ul style="list-style-type: none"> <li>Long periods of standing, repetitive tasks, handling of chemicals and pathogenic materials</li> <li>Manual handling including some lifting and reaching</li> </ul>			
Vision				
<p>The vision of TasWater is <b><i>'to be a trusted and respected provider of essential services that is making a positive difference to Tasmania'</i></b>. TasWater's vision is about building trust and respect with our colleagues and customers so that we work together to build better services for Tasmania.</p>				
Values & Behaviours				
<p>TasWater employees are expected to live our values and behaviours, making these the foundations of the way we work each and every day to ensure we achieve our vision.</p>				
Honest and straight forward	Getting it right	Long term thinking	Working together	Taking ownership

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