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**Title: Molecular Laboratory Scientist**  
**Reports to: Manager, Laboratory/Supervisor, Laboratory**  
**Effective Date: September 15, 2021**

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**Position Summary:** Provides information for diagnosis, treatment, and prevention of disease by conducting medical laboratory tests, procedures, experiments, and analyses following established accreditation guidelines and quality and safety control standards.

**Job Specific Duties and Responsibilities:**

- Determines normal and abnormal components of body fluids by conducting chemical analyses of blood, urine, and other body fluids
- Analyzes blood cells by counting and identifying cells, using microscopic techniques and procedures
- Analyze human urine and oral fluid samples for drug confirmation analysis via LCMS/MS instrumentation
- Analyze various samples for the molecular detection of infectious components
- Ensures operation of all laboratory analytical instrumentation by calibrating; completing preventive maintenance requirements; following manufacturer's instructions; troubleshooting malfunctions; calling for repairs; maintaining equipment inventories; evaluating new equipment and techniques
- Maintains laboratory supplies inventory by checking stock to determine inventory level; anticipating needed supplies; placing and expediting orders for supplies; verifying receipt of supplies
- Conserves laboratory resources by using equipment and supplies as needed to accomplish job results
- Provides information to internal and external clients by answering questions and requests
- Maintains knowledge of accreditation agency requirements, policies, and procedures
- Prepares reports of technological findings by collecting, analyzing, and summarizing information
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Maintains safe and clean working environment and protects patients and employees by adhering to infection-control, hazardous waste and other safety policies and protocols
- Performs other related duties as required and directed

**Qualifications:**

*Required:*

- Bachelor's degree in Medical Technology or related fields

*Preferred:*

- MT/MLS (ASCP) or equivalent
- Completion of internship program from an approved school of Medical Technology or school of Clinical Laboratory Science

**Knowledge, Skills, and Abilities:**

- Excellent laboratory skills
- Excellent analytical mindset and troubleshooting skills
- Strict attention to detail and quality procedures
- Strong organizational and communication skills
- Commitment to both our clients and their patients to provide the most accurate test results possible in a timely fashion
- A strong understanding of HIPPA regulations

**Job Type:** Full-time

**Pay:** From \$26.44 per hour

**COVID-19 considerations:**

All employees are required to be tested weekly for COVID-19, regardless of vaccination status. All employees are required to wear masks.

**Who We Are:**

Helix is a value-based, state-of-the-art clinical laboratory on a mission to elevate the lab space through compliance, high ethics, innovation and a best in class client experience. Helix incorporates the latest technology and methods to provide comprehensive diagnostics including toxicology testing, pathogen detection, blood testing and Pharmacogenomics (PGx) testing.

**Expected Use and Disclosure of Protected Health Information:**

Employees in this position are expected to have access to protected health information and other confidential business information from throughout the organization as is needed to fulfill their responsibilities in evaluating and reducing risk to the organization. No protected health information will be disclosed outside the organization unless specifically required by state or federal law.

\*This document is intended to describe the general nature and level of work performed and the requirements of the position. It is not intended to serve as an exhaustive list of all duties, skills and responsibilities of personnel so classified; nor is it intended to limit the right of any leader to assign or direct employees under his/her direction.