

INYO COUNTY  
PERSONNEL SERVICES  
P. O. Box 249  
INDEPENDENCE, CA 93526



(760) 878-0377  
FAX (760) 878-0465

AN EQUAL OPPORTUNITY EMPLOYER  
(WOMEN, MINORITIES, AND DISABLED ARE ENCOURAGED TO APPLY)

ANNOUNCES AN **OPEN RECRUITMENT** FOR:

**LABORATORY TECHNICIAN I (PART-TIME)**

**Application Deadline: Open Until Filled**

**DEPARTMENT:** Environmental Health Services  
**SALARY:** Range 60 \$20.14 \$21.14 \$22.18 \$23.30 \$24.46 per hour  
20-29 hours per week with some prorated County benefits  
**LOCATION:** Countywide

**DEFINITION:** We will train the successful candidate in all aspects of operating a water quality laboratory for bacteriological analyses and will have the opportunity to be introduced to the many programs of the Environmental Health profession, including drinking water, onsite sewage disposal, food safety, recreational health, solid waste, hazardous waste, and vector-borne disease control.

**ESSENTIAL JOB DUTIES:** Operates a State certified drinking water laboratory for bacteriological quality. Sets up water samples for bacteriological analysis utilizing the enzyme substrate method; read water sample results, record results and report test data to the appropriate person or agency; conducts annual lab proficiency tests to assure continuing lab certification; performs billing and tracking of payments; prepares State reports; maintain and adhere to the lab Quality Control Manual; advises customers on proper sample collection, hold times and sample preservation procedures; tracks lab inventory and prepares lab supply orders as necessary. As time allows, may assist registered environmental health specialists with other program duties.

**EMPLOYMENT STANDARDS:**

**Education/Experience:** High school graduate or equivalent; six months of employment performing laboratory work preferred; college science curriculum preferred.

**Knowledge of:** Routine laboratory testing techniques, terminology, equipment, and supplies, applicable State laws and regulations pertaining to Public Health Laboratories.

**Ability to:** Perform complex laboratory procedures utilizing sanitary safe practices; understand and follow complex instructions; perform difficult record keeping and statistical clerical work accurately; adhere to strict confidentiality rules; work cooperatively with co-workers and others contacted in the course of work; ability to sit for prolonged periods of time; walk, stand, twist, squat, lift and carry up to 25 pounds; frequent telephone use.

**Special requirements:** You may be required to drive a motor vehicle in the course of employment and must possess a valid operator's license issued by the State Department of Motor Vehicles. Must successfully complete a pre-employment background investigation. Your position may be required to serve as a Disaster Service Worker during a County emergency.

**SELECTION:** Selection procedures will be determined by the number and qualifications of applicants and may include a qualification screening and oral interview.

**APPLICATION:** **This recruitment will remain open until filled** Applications must be received in the Personnel Office, P.O. Box 249, Independence, CA 93526. Must apply on Inyo County application form. A cover letter and/or resume will be accepted in addition to the application form but will not serve as a substitute for a completed application. **It is not acceptable to complete the application with statements like "See/Refer to Resume" or "See Attached".** Incomplete

applications will not be processed. Applications may be faxed to meet the deadline—original application with original signature must also be received.

The County of Inyo has work sites located throughout the Owens Valley (Independence, Bishop, Lone Pine, Big Pine, and Olancho) and the Death Valley area (Death Valley, Tecopa, and Shoshone). Positions are assigned to a work site based upon the needs of the County. Positions may be temporarily or permanently reassigned to another work site as deemed necessary by the Department Head and/or County Administration. **All positions are considered Countywide positions**, and employees are expected to report to all Inyo County work locations as needed to complete assigned work.

**REASONABLE ACCOMMODATION FOR INDIVIDUALS WITH QUALIFYING DISABILITIES:** Inyo County will make reasonable efforts in the examination process on a case-by-case basis to accommodate persons with disabilities. If you have special needs, please contact (760) 878-0377 prior to the examination process.

**CITIZENSHIP/IMMIGRATION STATUS:** Inyo County employs only U.S. citizens and lawfully authorized non-citizens in accordance with the Immigration Reform and Control Act of 1986.

**THIS RECRUITMENT WILL ESTABLISH AN ELIGIBILITY LIST WHICH WILL BE USED FOR ONE YEAR IN FILLING COUNTY-WIDE VACANCIES IN THIS JOB CLASSIFICATION AND SALARY RANGE.**

**REASONABLE ACCOMMODATION FOR PERSONS WITH QUALIFYING DISABILITIES:** Inyo County will make reasonable efforts in the examination process on a case-by-case basis to accommodate persons with disabilities. If you have special needs, please contact (760) 878-0295 prior to the examination process.

**CITIZENSHIP/IMMIGRATION STATUS:** Inyo County employs only U.S. citizens and lawfully authorized non-citizens in accordance with the Immigration Reform and Control Act of 1986.