

Clinical Laboratory Technical Specialist (8939C)
University Health Services 77464
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=255692>

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Posted Apr. 15, 2025, set to expire Jul. 1, 2025

Job Title	Clinical Laboratory Technical Specialist (8939C) University Health Services 77464
Department	University Health Services
Institution	University of California, Berkeley Berkeley, California
Date Posted	Apr. 15, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Health Services
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Job Description

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About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

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We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with up to 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

UC Berkeley's University Health Services (UHS) is a comprehensive college health service providing fully accredited medical care, counseling and psychological services, and innovative health promotion programs for students, faculty, and staff. Approximately 65,000 visits occur annually including Primary Care, Urgent Care, Occupational Health, and Specialty Clinics. Services are designed to enable students to get the most from their educational experience, minimizing the impact of illness, injury, and emotional distress on their academic careers. Medical care and wellness programs for faculty and staff are designed to meet their occupational health needs and minimize lost work time. These visits generate ancillary encounters with the Radiology, Clinical Laboratory, Physical Therapy, and Pharmacy departments, and supplemental needs for off-campus care are coordinated through a network of community specialists and hospitals.

Learn more about UHS by visiting the [UHS website](#), our [strategic plan](#), and our [UHS values](#).

Application Review Date

The First Review Date for this job is: 4/21/2025. This job will remain open until filled.

Responsibilities

Technical Function

- Primary liaison between LIS, Reference Lab, Units, Vendors, Clients, POC team, and the Laboratory Systems for coordination of upgrades, interface installation, and troubleshooting.
- Responsible for keeping current with Systems upgrades that may affect the LIS and the network.
- Primary trainer for lab and ancillary users of the LIS for daily functionality as well as weekly,

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monthly, and yearly maintenance.

- Makes necessary changes to the LIS to accommodate new instrument interfaces, report notations due to new procedures, and worklist format changes.
- In coordination with the Laboratory Manager, creates LIS reports using laboratory data for utilization, billing, and QA purposes.
- Under the direction of the Lab Manager, assists in the evaluation and research of laboratory and clinic needs for equipment assessment, acquisition and workflow efficiency.
- Performs new instrument and/or method validation using appropriate evaluation techniques, following CLIA guidelines.
- Analyzes validation data for acceptance or rejection criteria using statistical programs.
- Develops new procedures or modifies standard methodologies, collects and extrapolates data on new methodologies to develop test criteria and standards.
- Help the technologists in solving difficult problems and fielding complicated questions.
- Is involved with employee training for new instrumentation and methodologies.
- Coordinates a laboratory-wide quality assurance program.
- Technical Leadership & Oversight
- Supervise the day-to-day technical activities of the laboratory to ensure accurate and timely processing of samples.
- Oversee the implementation and maintenance of laboratory protocols, procedures, and workflows.
- Provide technical expertise and support to resolve complex issues and troubleshoot problems with instruments, tests, or processes.
- Ensure all laboratory activities comply with regulatory requirements.

Quality Assurance & Compliance:

- Monitor and maintain laboratory quality assurance programs, including proficiency testing and internal/external audits.
- Ensure calibration, maintenance, and validation of all laboratory equipment and instruments.
- Review and approve quality controls, performance data records
- Develop and implement corrective and preventive actions (CAPA) to address non-conformances or process deviations.
- Provide initial and ongoing training for POC staff on equipment, procedures, and best practices.
- Oversee and evaluate competency assessments.
- Document and maintain records of training and competency sign-off
- Review existing SOPs.
- Assist in internal audits or inspections by providing expertise and documentation as required.
- Recommend improvements for quality assurance based on observations or data review.

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Lab Test Performance:

- Performs a variety of non-standardized and standardized clinical laboratory tests requiring professional judgment and experience.
- Provides technical consultation to clinical and other laboratory staff.
- Monitors test analyses and specimen examinations to ensure that acceptable levels of analytic performance are maintained.
- Clinical Laboratory Technical Specialist provides ongoing monitoring and certification of work conducted by the lab assistants.
- Assures that all remedial actions are taken whenever test systems deviate from the UHS lab performance specifications and that all systems function correctly for the release of patient results, in accordance with clinical quality standards and state and federal guidelines.
- Evaluate patient results and correlate with other departments when indicated.

Other Duties

- Assists in the assessment of new procedures/methods and the implementation of new techniques, equipment, and technology as appropriate.
- Routinely performs and documents preventive maintenance, proficiency testing, quality control records, and test worksheets and initiates actions as appropriate.
- Specimen Procurement and Processing:
- Judges appropriateness of specimens in correlation with orders, judges quality of specimens and rejects those not acceptable, and handles specimens according to procedures.
- Performs the duties of the Lab Assistant / Phlebotomist as required.
- Performing specimen preparation and processing.

Performs other duties as assigned, which may include but are not limited to:

- Training other personnel.
- Evaluating methods and procedures.
- Maintain, inventory, distribute and order supplies and reagents.
- Participate actively on UHS committees as assigned

Required Qualifications

Education

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- Graduation from college with a major in an appropriate scientific field, possession of a clinical laboratory Scientist's license or a similar license of equal or higher level issued by the State Department of Health and knowledge and abilities essential to the successful performance of duties assigned to the position.

Licenses & Certifications

- Current Clinical Laboratory Scientist License issued by the State of California

Professional Standards

- Demonstrates responsibility and accountability for own practice and follows Universal Precautions.
- Respect the rights of others.
- Establishes effective working relationships with other members of the health care team, patients, and families.
- Demonstrates flexibility, accepts assignments willingly, and discusses concerns with the supervisor.
- Constructively share knowledge.
- Demonstrates constructive problem-solving and contributes as a member of the team.
- Demonstrates knowledge of and applies safety principles as identified by UHS.
- Seeks to improve skills and knowledge and meet job-related goals.
- Demonstrates respect for colleagues and patients by maintaining attendance and punctuality per UHS guidelines.

Communication:

- Demonstrates effective and positive communications:
- Actively seeks and incorporates feedback into work performance.
- Demonstrates courteous and service-oriented behavior at all times when interacting with patients, families and UHS staff.
- Respects and guards confidentiality with patients and other staff members.
- Identifies potential interpersonal conflict and intervenes to promote resolution of conflict; deals with conflict on a one-to-one basis.
- Attends appropriate staff meetings and keeps abreast of current issues when not able to attend. Actively participates in discussions of problem identification and resolution.
- Promotes effective and collaborative interdepartmental relationships in alignment with UHS goals and values.

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Qualifications

- Excellent written and oral communication skills
- Basic computer skills and previous administrative-level experience with an LIS.
- Excellent organizational skills
- Detail oriented with the ability to follow written and oral instruction
- Excellent customer service and people skills
- Experience working with diverse individuals and lifestyles.

Other:

- Moderate computer skills and experience.
- Excellent organizational skills.
- Excellent customer service and people skills.
- Experience working effectively with diverse individuals and lifestyles.
- Strong leadership and mentoring skills.
- Ability to work collaboratively with diverse teams and manage multiple priorities.
- Effective communication and interpersonal skills.

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

- The budgeted hourly range that the University reasonably expects to pay for this position is Step 1.0 (\$58.41) - Step 9.0 (\$68.44)
- This is a 100%, full-time (40 hours per week), career position that is eligible for full UC benefits.
- This position is non-exempt and paid bi-weekly.

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How to Apply

To apply, please submit your resume and cover letter.

Other Information

- This is not a visa opportunity.
- This position is governed by the terms and conditions in the agreement for the Health Care Professionals Unit (HX) between the University of California and the University Professional and Technical Employees (UPTA). The current bargaining agreement manual can be found at: <http://ucnet.universityofcalifornia.edu/labor/bargaining-units/hx/index.html>.
- Your employment is dependent on obtaining and maintaining a credentialing clearance (if applicable), background clearance and medical clearance according to University Health Service policies.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

Misconduct Disclosure

As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of

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misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

The [University of California's Affirmative Action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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N/A

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