



**Healthcare Associates in Medicine,  
A Division of Orlin & Cohen Medical Specialists Group**

**Job Title:** Laboratory Technologist      **Department:** Neuroscience/Pain Management  
**Reports to:** Director of Laboratory Services

**Job Summary:**

Healthcare Associates in Medicine, a Division of Orlin and Cohen, is seeking a meticulous Lab Technician who will be responsible for supporting our laboratory with the primary goal of optimizing lab procedures and succeeding in producing reliable test results. In order to be successful as a Lab Technician, you will need to be thorough when carrying out your duties, successfully maintain records of laboratory processes and equipment, and generate reports to submit to the Director of Laboratory Services. This is a part-time position, with plenty of opportunities for growth.

**Education/ Experience:**

- Bachelor or Associate Degree preferred.
- Working knowledge of PC applications required.
- Previous related experience preferred at least 2 years.
- Strong communication skills
- NYS Clinical Lab Technologist valid license required.
- Comfortable handling potentially dangerous substances (flammable liquids, biohazards, etc.)
- Work in an area of high noise level
- Ability to work autonomously and under pressure.
- Superb dexterity and hand-eye coordination.
- Excellent verbal and written communication skills.
- Keen attention to detail.
- Analytical skills.
- Ability to run and troubleshoot instruments
- Experience LC/MS

**Responsibilities (include but are not limited to):**

- Understand and follow proper laboratory safety protocols for handling chemicals and biological fluids, including wearing proper protective equipment.
- Adhere to HIPAA regulations concerning the confidentiality of patient information.
- Accession and aliquot urine and oral fluid patient samples following laboratory protocols.
- Become familiar with the laboratory information management system and enter patient information without errors.
- Perform urine and oral fluid specimen preparation for LC-MS/MS analysis, following the relevant Standard Operating Procedures for each assay.
- Properly prepare reagents, such as mobile phases and buffers. Once trained, properly prepare calibrators, quality controls, and internal standards.
- After proper training, gain the ability to maintain and operate the LC-MS/MS with minimal supervision.



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- After proper training, gain the ability to interpret quality control results and review chromatography on the LC-MS/MS, including patient results.
- Inform supervisors of improper lab practices or errors.
- Maintaining daily logs and equipment record books.
- Cleaning, sterilizing, maintaining, and calibrating laboratory equipment.
- Ordering laboratory supplies, as needed.
- Providing technical support, when necessary.
- Other duties as assigned.

**Physical Requirements/ Working Conditions:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job the employee is occasionally required to stand; sit; walk; use hands to finger, handle, or feel objects, tools, or control; reach with hands and arms, and stoop, kneel, crouch, or crawl. Requirements to perform the essential job functions are excellent communication skills and close visual acuity to perform job-related activities such as: preparing data, transcribing, viewing a computer terminal, and extensive reading.

- Incumbent will be scheduled based on operational need.
- Will be exposed to virus, disease, and infection from patients and specimens in the working environment.
- Standard office equipment including computers, fax machines, copiers, printers, telephones, etc.
- Position is in a well-lighted office environment.
- Involves sitting approximately 40 percent of the day, walking or standing the remainder.

**Job Type:** Full-time

**Pay:** \$25.00 - \$35.00 per hour

**Benefits:**

- 401(k)
- 401(k) matching
- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Referral program
- Tuition reimbursement
- Vision insurance

**Schedule:**

- 10 hour shift
- 8 hour shift
- Monday to Friday



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**Education:**

- Bachelor's (Preferred)

**Work Location:** One location

*Equal Opportunity Employer*