

MICROBIOLOGIST-SENIOR

Recruitment #2112-1932-001

List Type	Original
Requesting Department	HEALTH-LABORATORIES
Open Date	12/17/2021 4:50:00 PM
Filing Deadline	1/10/2022 11:59:00 PM
HR Analyst	Nola Nelson

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INTRODUCTION

Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big-city hassles. We are accessible and affordable, and our residents are welcoming.

Milwaukee has evolved through the years, bringing together its unsurpassed old-world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities and great restaurants. The City of Milwaukee is proud to employ a diverse workforce that is committed to providing exemplary service to the City's residents. If you have a passion for being a part of an inclusive team of public servants, please consider the following opportunity.

PURPOSE

Under the supervision of the Public Health Assistant Laboratory Director, the Microbiologist-Senior performs laboratory testing for the Microbiology, Virology and Molecular Science sections of the City of Milwaukee Health Department (MHD) Laboratory, including advanced molecular testing for communicable diseases such as sexually transmitted infections (STI), Tuberculosis (TB) and viral diseases of human sources.



ESSENTIAL FUNCTIONS

Quality Assurance/Compliance

- Assist with and perform Clinical Laboratory Improvement Amendments (CLIA) validation and verification procedures to improve MHD testing services.
- Assure quality lab testing by sustaining conventional and emerging technologies; maintain skills required in the field of clinical microbiology specimen processing and analysis.
- Maintain appropriate quality control and safety measures per State of Wisconsin and federal guidelines, including CLIA.
- Work with the Lead Microbiologist to maintain competency assessment of the testing personnel; coordinate proficiency testing per CLIA regulations.
- Assume responsibility for quality assurance (QA)/quality control (QC) practices at the MHD laboratories.
- Document all appropriate information for QA and improvement, according to established protocol.
- Assist with preparation for CLIA, CDC DSAT inspections and other federal compliance reviews and audits.
- Assist in BSL-2/BSL-3 safety training.
- Assist in improving the quality and efficiency of laboratory procedures, policies and processes.
- Review laboratory results and quality controls for accuracy and validity.
- Assist in the development of educational and training protocols; coordinate staff training, ensuring the maintenance of training records.
- Write standard operating procedures (SOPs).

Operational

- Review and interpret test results prior to reporting.
- Assist laboratory staff in troubleshooting technical problems and in the usage of complex instruments in the main and satellite (clinic) laboratories.

- Provide guidance and technical assistance to the Medical Laboratory Technicians.
- Support environmental laboratory testing to meet departmental needs.
- Use conventional and molecular methods (e.g., Polymerase Chain Reaction (PCR) and genomic sequencing) for the identification of STI pathogens and susceptibility and other bacterial, viral, mycotic parasitic agents of public health significance.
- Serve as a liaison to the MHD clinics and provide technical direction to the laboratory staff at bench-level activities; assume the responsibility in their absence.
- Coordinate ordering STI, TB and human immunodeficiency viruses (HIV) testing supplies and maintain inventory at the clinic and MHD-Labs.
- Coordinate with the Lead Microbiologist in training students and fellows.
- Support the Assistant Lab Director (Clinical) in staff scheduling, organizing data for reports and grants and in drafting manuscripts or meeting presentations.
- Utilize supporting laboratory information systems appropriately.
- Provide guidance and support to clinical staff related to waived, moderate and high complexity testing per CMS/CLIA guidelines.
- Attend the Association of Public Health Laboratories (APHL) and the CDC webinars, relevant training
- Provide necessary tools to improve clinical diagnostics.

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

- **Please be advised that you are required to have received either both doses of the Moderna or Pfizer or one dose of the Johnson & Johnson vaccine prior to your employment start date or have an approved religious or medical accommodation prior to your employment start date. You can find further information relative to the City's Covid-19 Vaccination Policy [here](#).**
- Standard work hours for the Microbiologist-Senior are first shift, however public health and security emergencies (including laboratory response to communicable disease outbreak and/or agents of bioterrorism) may require the Microbiologist-Senior to be available during non-standard hours and/or weekends.
- This position may require working with highly pathogenic microorganisms in a bio-safety level 3 (BSL-3) laboratory following Center for Disease Control Division of Select Agents and Toxins (CDC DAST), and other federal guidelines.
- While performing the duties of this job, employees may be exposed to infectious agents or toxic laboratory chemicals.
- The Microbiologist-Senior must be willing and able to do the following:
 - wear a particulate respirator (N95 or higher), and have a respirator fit test annually;
 - have a TB skin test annually;
 - participate in the Federal Select Agent Program (Public Health Security and Bioterrorism Preparedness and Response Act of 2002);
 - obtain FBI background clearance.
- Perform light work, exerting up to 10 lbs. of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

MINIMUM REQUIREMENTS

1. Bachelor's degree in microbiology, medical technology, molecular biology or a closely related biological science from an accredited college or university.
2. Three years of experience as a professional microbiologist in a clinical or public health laboratory performing duties related to the essential functions for this position.
3. Valid driver's license and possession of a properly insured vehicle for use on the job is required at time of appointment and throughout employment. *Mileage reimbursement is provided.*
4. Obtain one of the following nationally recognized certifications within one year of appointment and maintain throughout employment:
 - Microbiology (M) – American Society for Clinical Pathology (ASCP) Board of Certification.
 - Medical Laboratory Scientist (MLS) - American Society for Clinical Pathology (ASCP) Board of Certification.
 - Molecular Biology (MB) – American Society for Clinical Pathology (ASCP) Board of Certification.
 - Specialist in Microbiology (SM) - American Society for Clinical Pathology (ASCP) Board of Certification.
 - Medical Technologist (MT) – American Association of Bioanalysis (AAB) Board of Registry.
 - National Registry of Certified Microbiologists (NRCM) – American Society for Microbiology (ASM).
 - National Registry for Microbiology (NRM).
 - Clinical Laboratory Scientist Registry in Microbiology (CLS-M) of the National Certification Agency (NCA).

Equivalent combinations of education and experience may also be considered.

IMPORTANT NOTE: To receive credit for college, transcripts are required and must be received by the application period closing date. College transcripts should be attached to your online application. Applications without transcripts attached will be considered incomplete and will be rejected. Your transcript must be legible and include the following information: the university or college name, your name, the degree completed (if applicable) and the date the degree was completed. Student copies are acceptable.

DESIRABLE QUALIFICATIONS

- Master's degree in a related field from an accredited college or university.
- Experience in molecular diagnostics and techniques.
- Skill in using specialized computer applications, such as sequence analysis software.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical

- Knowledge of microbiological science, public health, and infectious disease.
- Ability to perform microbial diagnosis, including conventional microbiology and molecular biology procedures, safety, and quality controls.
- Ability to effectively utilize highly complex equipment (e.g., thermocyclers, DNA sequencers, microscopes, biosafety cabinets) in a clinical or public health laboratory setting.
- Knowledge of laboratory biosafety and biosecurity.
- Ability to analyze and review lab results accurately.
- Knowledge of basic mathematics and statistics.
- Ability to make accurate calculations.
- Ability to read, understand, interpret, apply and follow regulatory requirements, including QA/QC protocols and procedures, complex documents, SOPs, and scientific publications.
- Skill in using specialized computer applications, particularly Laboratory Information System (LIS), inventory control management, and sequence analysis software.
- Skill in using standard computer applications such as word processing, spreadsheet, database, and the Internet.
- Ability to stay abreast of best practices in microbiology through on-going professional development and continuing education activities.
- Ability to stay current with all the regulations pertaining to compliance monitoring.

Communication and Interpersonal

- Ability to work well both independently and as part of a synergistic professional team.
- Ability to work effectively with diverse staff, external agencies, and the public.
- Ability to work cooperatively with people whose backgrounds may differ from one's own.
- Oral communication and presentation skills.
- Written communication skills, including the ability to prepare reports.
- Ability to analyze and evaluate information to solve problems.

Judgement and Responsibility

- Ability to use judgment and make sound decisions.
- Possess high ethical standards to ensure laboratory regulatory compliance and accurate reporting of laboratory results.
- Ability to coordinate work assignments, provide guidance, technical expertise and training.
- Ability to monitor process control and provide guidance to improve lab effectiveness.
- Ability to plan, organize, and prioritize work to achieve objectives within deadlines.
- Ability to remain calm in stressful situations.
- Ability to respond to sensitive inquiries or complaints effectively.
- Honesty, integrity, and ability to maintain patient and laboratory confidentiality.

CURRENT SALARY

The current salary range (2HN) is **\$54,942-\$76,806** annually, and the resident incentive salary range for City of Milwaukee residents is **\$56,590-\$79,110** annually. *Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.*

BENEFITS

The City of Milwaukee provides a comprehensive benefit program which includes:

- Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 11 Paid Holidays
- Paid Sick Leave and other paid leaves
- Flexible Spending Arrangement
- Commuter Value Pass

For full details of the benefits offered by the City of Milwaukee, please visit <https://city.milwaukee.gov/der/benefits>

SELECTION PROCESS

THE SELECTION PROCESS will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

INITIAL FILING DATE - The examination will be held as soon as practical after the deadline listed above. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the city have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

ADDITIONAL INFORMATION

APPLICATIONS and further information may be accessed by visiting, www.jobapscloud.com/MIL.

- Applications and transcripts should be submitted no later than the deadline listed above.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or staffinginfo@milwaukee.gov.
- The Department of Employee Relations is located at City Hall, 200 E. Wells St., Room 706, Milwaukee, WI 53202

CONCLUSION

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“The City of Milwaukee values and encourages diversity and is an equal opportunity employer”