



Job Specification

Job Title: Laboratory Supervisor
BCAT Code: 472X AC
Pay Grade: G14

Effective Date: April 1, 2007
Revision Date: February 1, 2007
FLSA Status: Exempt

General Description

Manages laboratory activities and personnel.

Examples of Duties

- Develops protocol applications.
- Assists Principle Investigator in coordinating research laboratory operations.
- Coordinates the generation and analysis of research data.
- Monitors progress of technical projects, and adjusts schedules as necessary.
- Coordinates the writing of scientific manuscripts.
- Supervises research personnel.
- Represents the department at scientific symposia and meetings.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities

- Thorough knowledge of research laboratory protocols.
- Thorough knowledge of computer applications used for data analysis.
- Thorough knowledge of assigned research area.
- Thorough knowledge of laboratory safety precautions and procedures.
- Effective oral and written communication skills.
- Effective organizational skills.
- Effective time management skills.
- Ability to train and direct the work of others.

Minimum GSU Hiring Standards

Ph.D. in assigned research area and three years laboratory research experience; or a Master's degree in assigned research area and five years laboratory research experience; or a combination of education and experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.