

This Lab Assistant job description template includes key Lab Assistant duties and responsibilities. You can post this template on job boards to attract prospect applicants.

Job Brief:

We are looking for a responsible lab assistant to carry out sampling, testing, measuring, recording and analysing in cooperation with the rest of the lab team. The successful candidate will have experience in a laboratory environment and accuracy in order to extract reliable and valid results.

Responsibilities:

- Perform laboratory tests including pre- and post-analytic phases
- Prepare samples/specimens
- Produce accurate and reliable data and interpret results
- Follow methodologies in carrying routine tasks
- Research relevant topics and gather information/data
- Adhere to correct procedures, policies and health/safety guidelines
- Keep abreast of all industry developments and best practices
- Document all activities, record results and insert/retrieve data
- Maintain work area and equipment
- Provide administrative assistance

Requirements:

- Proven working experience as a lab assistant
- Familiarity with automated laboratory equipment
- Computer literacy and experience with Laboratory Information Systems

- Accuracy and close attention to detail
- Strong analytical judgement
- Current licence or relevant certification
- BS degree in Medical Technology, Biology or related field