

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 6217500

Environmental Laboratory Consultant, Grade 22

Brief Description Of Class

Environmental Laboratory Consultants are field positions responsible for on-site inspection of laboratories which perform environmental analysis. Incumbents conduct on-site assessments, evaluate the performance of environmental facilities, document findings, perform follow-up activities, and investigate alleged laboratory violations and reported incidents. These positions are only classified in the Department of Health's Environmental Laboratory Approval Program.

Distinguishing Characteristics

Environmental Laboratory Consultant: full performance level; perform on-site assessments, evaluations, and investigations of laboratories performing environmental analysis.

Related Classes

Clinical Laboratory Consultants inspect clinical laboratories, blood banks, tissue banks, physician office laboratories, and other specialized facilities that conduct point-of-care testing, to assess if laboratory practices comply with applicable New York State and federal laboratory standards. Positions conduct on-site inspections, evaluate facility operations for compliance with standards, laws, rules, and regulations; record findings, and investigate violations and reported incidents.

Illustrative Tasks

Conducts initial and follow up on-site assessments of environmental laboratories to ensure compliance with State statutes, regulations, and standards for such operations.

- Identifies deficiencies in facility operations, and reports and records findings.
- Recommends actions to resolve deficiencies.
- Provides analysis summaries of findings to laboratory directors and technical staff, indicating how and where the facility fails to meet mandated standards.
- Reviews laboratory corrective action plans to determine if remediation proposed by a facility is appropriate.
- Participates in the design and modification of inspection survey documents.
- May train other Environmental Laboratory Consultants in specialized assessment areas.

Participates in a variety of activities related to the regulation and certification of facilities where special laboratory expertise is needed.

- Participates in the development of amendments to existing regulations and laboratory standards.
- Evaluates standard operating procedures and staff qualifications.
- Reviews corrective action plans to determine whether proposed activities are adequate and appropriate.
- Serves as an expert witness at legal proceedings against non-compliant facilities.
- Represents DOH at laboratory conferences and other meetings.
- Collects and collates laboratory activity data and develops proficiency testing models.

Minimum Qualifications

Environmental Laboratory Consultant

Open Competitive: bachelor's degree in the natural sciences including or supplemented by 24 college semester credits in chemistry, plus four years of experience performing chemical, physical, microbiological, and/or microscopical analysis of environmental samples; one year of which must have included experience administering a quality assurance/quality control program for a laboratory to a national standard.

Substitution: one year of experience as a technical director, manager, or supervisor for a laboratory accredited to a national standard may be substituted for the quality assurance/quality control program experience.

Note: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

Date: 12/2020

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