

Announcement Date: April 9, 2008

State of Alabama
Personnel Department
64 North Union Street
P. O. Box 304100
Montgomery, AL 36130-4100
(334) 242-3389
Internet: www.personnel.state.al.us

**MICROBIOLOGIST LABORATORY DIVISION MANAGER – 20755
METABOLIC SCREENING OPTION - 234
\$50,882.40 - \$77,572.80**

Department: Public Health
Location: Montgomery

TYPE OF EXAMINATION

An **open-competitive** register will be established. Qualified applicants will be evaluated based on their training and experience as shown on their application. This evaluation will comprise 100% of the final grade.

QUALIFICATIONS NEEDED TO APPLY

You must have **all** of the following to qualify:

- Bachelor's Degree from an accredited* college or university in Microbiology, Medical Technology, or a closely related field provided the applicant has successfully completed any two of the following courses: microbiology, biochemistry, immunology, parasitology, virology, or hematology
- Seven (7) years of professional clinical, food quality, or veterinary diagnostic laboratory experience as a microbiologist or medical technologist including two (2) years of supervisory experience of professional, technical and non-technical employees in metabolic screening.

NOTE: A Doctorate Degree in Microbiology or a closely related field may substitute for four years of the required experience.

The Alabama Department of Public Health will verify your degree with the school prior to your appointment.

KIND OF WORK

This is professional and administrative work in a clinical or veterinary diagnostic laboratory as a director of a division of a laboratory system. The employee in this class directs, organizes, coordinates and evaluates the activities of a laboratory division engaged in performing a variety of standard and complex biological tests.

NOTE: The employee in this class may be required to work with highly infectious agents and must agree to receive special immunizations. The employee may be required to work holidays, weekends, and after hours on a rotation basis.

HOW TO APPLY

Use an Application for Examination form. You can get the form at this office or at an Alabama Career Center office. It can also be downloaded from our web site. You must send your application to the State Personnel Department. It must be received by the close of business on **April 30, 2008**. Applications received after this date **WILL NOT BE ACCEPTED**. The names of those who apply late will be put on a mailing list to be notified when this job is again open for applications. The State Personnel Department is not responsible for late receipt of applications due to mail services or fax malfunctions. Photocopied applications are accepted. Facsimile applications are also accepted. Our fax number is (334) 242-1110.

Notes

- All applicants must attach a list of microbiology, biochemistry, immunology, parasitology, virology, or hematology courses taken and credit hours received, a transcript or complete college coursework section of the form on the back of this announcement.
- On the reverse side of this announcement is a questionnaire. These questions are tasks that a Microbiologist Laboratory Division Manager in this option may be asked to perform or may supervise someone that performs them. Attach the completed questionnaire to your application and return it to the State Personnel Department. Applications without the questionnaire attached will not be accepted.

Individuals currently on the register MUST reapply to remain eligible for employment.

THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER

*Please refer to the State Personnel Department web site or call us at (334) 242-3389 for complete information on our policy for accepting post-secondary and advanced degrees.

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years.

If you know of anyone who has violated this policy, you should contact the Examination Manager at the State Personnel Department.

MINIMUM QUALIFICATIONS QUESTIONNAIRE

**Microbiologist Laboratory Division Manager – 20755
Metabolic Screening Option – 234**

COLLEGE COURSE WORK

	CREDIT HOURS QUARTER SEMESTER		CREDIT HOURS QUARTER SEMESTER
Biochemistry		Microbiology	
Hematology		Parasitology	
Immunology		Virology	

EXPERIENCE

- Listed below are some of the technical responsibilities required of a Microbiologist Laboratory Division Manager in the Metabolic Screening Option. This questionnaire will be used to evaluate whether you meet the minimum qualifications for the option.
- You may be asked to provide documentation that you have performed the tasks listed or referenced in this questionnaire as part of the interview to demonstrate your skill level.
- For each task, choose the skill level indicator listed below that best describes your proficiency and record the number of months you have spent performing this task.

SKILL LEVEL INDICATORS

- A.** I have not performed this task.
- B.** I have performed this task WITH assistance.
- C.** I have performed this task WITHOUT assistance.
- D.** I am highly skilled in this task and have had lead-work responsibilities.
- E.** I have had FORMAL supervisory responsibility (hiring, dismissal, performance evaluation, etc.) over employees who have performed this task.

SKILL LEVEL **NUMBER OF MONTHS**

TASKS

- | | | |
|-------|-------|---|
| _____ | _____ | 1. Processed filter paper bloods for phenylketonuria (PKU), hypothyroidism (TSH, T4), congenital adrenal hyperplasia (CAH), biotinidase, amino acid disorders, fatty acid disorder, organic acid disorders, cystic fibrosis (CF) and Galactosemia (GALT). |
| _____ | _____ | 2. Performed fluorescent inspection under long wave ultraviolet light for the presence of Galactose-1-Phosphate Uridyl Transferase (GALT) in cord blood spots. |
| _____ | _____ | 3. Performed high pressure liquid chromatography (HPLC) on cord blood to identify and quantitate hemoglobin. |
| _____ | _____ | 4. Performed fluoroimmunoassay (FIA) procedures for low thyrosine (T4) levels in dried blood spots. |
| _____ | _____ | 5. Performed fluoroimmunoassay (FIA) procedures for thyroid stimulating hormone (TSH) levels in dried blood spots. |
| _____ | _____ | 6. Performed fluoroimmunoassay (FIA) procedures for elevated levels of 17 - Hydroxyprogesterone (17O-HP) in dried blood spots to screen for congenital adrenal hyperplasia (CAH). |
| _____ | _____ | 7. Performed tandem mass spectrometry to identify fatty acid, amino acid, and organic acid disorders using dried blood spots. |
| _____ | _____ | 8. Performed fluoroimmunoassay (FIA) procedures to identify cystic fibrosis using dried blood spots. |
| _____ | _____ | 9. Performed DNA analysis on dried blood spots to identify Cystic Fibrosis (CF). |
| _____ | _____ | 10. Performed procedures to identify hemoglobin phenotype |

ADDITIONAL TECHNICAL TASKS OR DUTIES DIRECTLY RELATED TO THIS OPTION MAY BE LISTED ON A SEPARATE SHEET

Signature _____

Printed Name _____