



City of Kansas City, Missouri Job Class Specification

Job Title: SENIOR CHEMIST

Department: MULTI

Job Code: 4034

Status: NONEXEMPT

Grade: NE-8

Summary

This is supervisory and professional laboratory work in the performance of advanced and complex chemical, bacteriological and physical tests.

Work involves responsibility for supervising and personally performing as warranted specialized and complex chemical analyses of raw and treated water and sewage samples, clinical samples and other related materials. Work also involves the set up and operation of specialized instrumentation and the development and modification of procedures and methods. An employee of this class exercises independent judgment in assigning tasks to subordinates, interpreting test results, preparing reports and establishing examination priorities. Work is subject to technical review through conferences and the evaluation of reports.

Duties and Responsibilities

- Performs the more difficult and complex bacteriological and chemical analyses utilizing advanced instrumentation and methods on water and sewage samples, clinical samples and related materials.
- Supervises the work of a water or sewage laboratory performing standard control and research work; prepares detailed reports of laboratory projects; supervises the orientation and training of subordinate professional, technical, and other employees; personally performs water or sewage analyses as warranted.
- Directs activities of personnel assigned to laboratory; establishes and directs operation of laboratory control systems; recommends modifications of procedures and examinations; assigns and assists as necessary in the conduct of special projects; verifies laboratory test results.
- Performs technical research work on water and sewage treatment quality control projects; provides management with laboratory evaluation reports of treatment process.
- Compiles periodic and special reports on laboratory activities and advises management on means of improving the quality and reducing the cost of processing water or sewage.
- Performs related duties as required.

Technical Skills

Thorough knowledge of:
The current principles and practices of bacteriology and chemistry, particularly as applied to water and sewage analytical laboratory work.
Standard water and sewage laboratory practices, methods, techniques and terminology.
The sources of information and of current literature and research developments in the field of analytical chemistry.

Ability to:
Perform complex chemical analysis and set up and operate advanced laboratory instrumentation.
Understand and follow oral and written instructions, formulas and charts.
Supervise and instruct technical assistants in laboratory work and to maintain the work flow and standards of the laboratory.
Evaluate technical data and prepare scientific research reports.

Education and Experience	Accredited Bachelor's degree with major course work in Chemistry, Biology, Microbiology, Environmental Sciences or related sciences and three (3) years progressively responsible experience at the level of Chemist.
Certificates/ Licenses/Special Requirements	<ul style="list-style-type: none">▪ May be required to pass a preemployment drug screen.▪ Must pass a background check as prescribed by the City.
Supervisory Responsibility	Supervision is exercised over a small laboratory unit.
Supervision Received	Work is performed under general supervision.
	Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.
Created	4/73
Revised	9/06, 1/08, 8/22, 5/23