

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

MICROBIOLOGIST SUPERVISOR

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Adm. Code, for making classification decisions relative to present and future professional supervisory positions which supervise a single work unit evaluating test procedures, interpreting data of a professional scientific nature for a variety of programs/specialty areas (i.e., bacteriology, cytogenetic, immunology, and virology) and meet the definition of supervisor contained in s. 111.81(19), Wis. Stats.. This classification specification is not intended to identify every duty which may be assigned to positions, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

The positions in this classification are professional positions which perform supervisory duties for a single work unit performing professional microbiology analyses requiring innovative approaches.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which do not meet the statutory definition of “supervisor” as defined in s. 111.81(19), Wis. Stats. and as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which do not require an expertise in one or more of the recognized sub-disciplines or aspects of microbiology, (such as, virology immunology, immunohematology, bacteriology, mycology, parasitology, cytogenetics, etc.).
3. Positions supervising in the areas of chemistry or medical technology for a majority of the time and are more appropriately classified as Chemist Supervisor or Medical Technology Supervisor.
4. Positions which, for a majority of the time (more than 50%), supervise a laboratory and are more appropriately classified as Laboratory Preparation Supervisor.
5. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees enter positions within this classification by competitive examination.

II. DEFINITION

MICROBIOLOGIST SUPERVISOR

Positions in this classification supervise a single work unit providing microbiology analysis. Staff include professional Microbiologists and other related staff. Responsibilities include directing the activities and work flow of a work unit, performing complex microbiology analysis and/or research, evaluating and interpreting test results, and acting in a public relations/liaison capacity for the department or laboratory on professional scientific matters. Work is performed under general supervision.

Representative Positions :

Department of Agriculture, Trade and Consumer Protection: Supervise the virology section which includes conducting virologic test procedures on blood and tissue samples for diagnostic and export purposes; or supervisor the bacteriology, mycology, parasitology and media preparation for the bacteriology and media preparation section for the isolation, detection, and identification of bacteria, fungi and parasites in submitted samples.

University of Wisconsin State Laboratory of Hygiene: Supervisor the water microbiology unit to detect total coliform, fecal coliform, fecal streptococci, E. coli, enterococci, heterotrophic plate count tests and oversee tests including sulfate reducing bacteria, iron bacteria, enteric pathogens, and distilled water suitability; or supervisor the bacterial culture unit for diagnostic testing including referred bacterial culture identification, enteric pathogens, clostridium difficile and mycoplasma; or supervise the prenatal unit for laboratory assays including maternal sera-alpha fetoprotein, amniotic fluid-alpha fetoprotein, acetylcholinesterase, B-HCG, Estriol, and routine immunohematology.

II. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

III. ADMINISTRATIVE INFORMATION

This classification was created effective March 12, 20000 and announced in Bulletin CLR/SC-109 as a result of Phase Two of broadbanding non-representative positions to describe positions which supervisor Microbiologist positions. These positions were formerly classified as Microbiologist Supervisor 1 and 2 created April 19, 1992.