



## **Lab Technician - Limited Term**

The purpose of the *lab technician* position is to perform tests and draw samples during Chippewa Valley Free Clinic Walk-In Clinics to be tested at area hospitals. All Lab Technician need to be certified phlebotomists. Chippewa Valley Free Clinic Volunteers will provide additional orientation and training.

Qualifications that will make an excellent lab technician are someone who gets samples tested in a timely manner with a high degree of accuracy. Good personal skills are beneficial for working with patients and other and a strong sense of organization is key.

**Hours:** Tuesday 5p-8p (or clinic close)

**Supervision:** The supervisor for all regular supervision and tasks of a lab technician at Chippewa Valley Free Clinic is the Clinic Director.

### **Administrative Assistant Responsibilities:**

- Draw samples from patients and label samples.
- Complete the required test for samples taken.
- Complete forms that correspond with tests and make copies of them for the patients chart.
- Drop off necessary samples to partner hospitals in the city of Eau Claire.