

Clinical Lab Manager (0569U) 22509
University of California, Berkeley

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Posted Nov. 19, 2021, set to expire Mar. 19, 2022

Job Title	Clinical Lab Manager (0569U) 22509
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	Nov. 19, 2021
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff Director/Manager
Academic Field(s)	Medicine/Laboratory Medicine
Apply Online Here	https://apptrkr.com/2653203

Apply By Email

Job Description

Clinical Lab Manager (0569U) 22509
About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its

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founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [\[url=https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/\]](https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/)Guiding Values and Principles, our [\[url=https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://diversity.berkeley.edu/principles-community\]](https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://diversity.berkeley.edu/principles-community)Principles of Community, and [\[url=https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://strategicplan.berkeley.edu/our-strategic-plan\]](https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://strategicplan.berkeley.edu/our-strategic-plan)our Strategic Plan[\[url=https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://strategicplan.berkeley.edu\]](https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://strategicplan.berkeley.edu).

Departmental Overview

UC Berkeley's University Health Services (UHS) is the oldest and most comprehensive campus-based health center in the UC system. UHS provides fully accredited, primary care, counseling and psychological services, and innovative health promotion programs for students, faculty and staff. UHS provides on-campus medical and mental health care and coordinates supplemental needs for off-campus care through a network of community specialists and hospitals. The Laboratory supports on-campus medical services including urgent care, general medical and specialty clinics, laboratory, pharmacy, physical therapy, radiology, and psychiatry.

Responsibilities

- * Manages the Clinical Lab Scientists, Assistants, and support staff of clinical lab. Interviews, selects and evaluates the performance of assistants, clinical scientists and support personnel. Develops and administers technologists' orientation and training programs. Coordinates work schedules to maintain adequate coverage.
- * Recommends and administers laboratory budget, including the selection and purchase of equipment, control of staffing levels and the determination and maintenance of stock levels of supplies and equipment.
- * Works with other medical personnel and UHS colleagues on the resolution of difficult technical

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problems.

- * Establishes and maintains lab policies, processes, and procedures. Ensures adherence to laws and regulations pertaining to laboratory inspection, safety, and
- * licensure.
- * Directs all operations related to the laboratory information system, and makes recommendations for improvements
- * Monitors the quality control program to ensure all processes are followed, including validity and documentation of all lab results.
- * Ensures the adherence to laws and regulations pertaining to laboratory inspection, safety and licensure.
- * Recommends additions or modifications of tests and procedures.
- * Staff Development - includes work on committees and assignments that enable the staff member to stretch and grow, along with formal and informal coaching and mentoring and regular training, including conference attendance

Required Qualifications

- * Requires thorough knowledge of clinical laboratory operations and procedures and related lab information systems.
- * Strong knowledge of fiscal and HR-related policies and procedures.
- * Strong knowledge of clinical licensing, laboratory quality assurance and quality control procedures.
- * Broad skills associated with managing clinical laboratory and performing clinical laboratory functions.
- * Strong written and verbal communication skills; strong ability to work in a collaborative manner.
- * Strong decision-making, problem solving and critical thinking skills.
- * Must be able to establish priorities, timelines and delegate work assignments.
- * Requires knowledge of electronic/medical records systems.
- * Must be computer literate.
- * Must have knowledge of the principles and practices of management and supervision.
- * Knowledge of HIPAA Rules and California state laws regulating privacy and confidentiality of health information.

Education/Training:

- * Bachelor's degree in Biological Sciences

Licenses or certifications:

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* Possession of current Clinical Laboratory Scientist (CLS) license issued by the California State Department of Health required.

Preferred Qualifications

* 3-5 years management experience with direct supervision of multiple staff.

Salary & Benefits

\$95,900 - \$142,500 annually. Salary commensurate with experience. For information on the comprehensive benefits package offered by the University visit:

[url=https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html]https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

How to Apply

Please submit your cover letter and resume as a single attachment when applying.

Other Information

* This is a 100% FTE (40 hours per week) career appointment.

* Your employment is dependent on obtaining and maintaining a credentialing clearance, background clearance and medical clearance according to University Health Service policies.

Other Information

The minimum posting duration of this position is 14 calendar days. The department will not initiate the application review process prior to 8/27/2021

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

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Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:

[url=https://apptrkr.com/get_redirect.php?id=2653203&targetURL=https://www.eeoc.gov/sites/default/files/mig

For the complete University of California nondiscrimination and affirmative action policy see:

[url=https://apptrkr.com/get_redirect.php?id=2653203&targetURL=http://policy.ucop.edu/doc/4000376/Nondis

To apply, visit

[url=https://apptrkr.com/2653203]https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/H

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California, Berkeley

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