



## CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT

155 Mason Circle  
Concord, CA 94520

(925) 685-9301

fax (925) 685-0266

[www.contracostamosquito.com](http://www.contracostamosquito.com)

**Job Title:** Laboratory Technician

**Salary Range Monthly:** \$7,430.15 - \$9,957.11

**Department:** Laboratory

**FLSA Employment Status:** Non-Exempt

---

### ESSENTIAL FUNCTIONS

Under the direct supervision of a Vector Ecologist and the general direction of the Scientific Programs Manager, the Laboratory Technician assists with field surveys for vectors and vector-borne diseases, identifies mosquitoes and other organisms to species and submits them for testing, is responsible for care/maintenance of sentinel chicken flocks and the rearing and maintenance of mosquitoes and fish, records data and performs routine data entry, assists with laboratory assays and field research projects, keeps laboratory and equipment clean and organized, assists with repair and maintenance of surveillance equipment, and performs other work as needed by the District.

### DISTINGUISHING CHARACTERISTICS

This position is responsible for daily assistance with the District's vector surveillance and laboratory programs and for collecting, analyzing, recording and entering surveillance data. The Laboratory Technician assists with studies and research performed by the laboratory. Must work cooperatively with other staff and the general public, use good judgement, and have the ability to work independently.

### PRIMARY DUTIES

- Aids in the trapping, collection, identification and processing of mosquitoes and other vectors including ticks and rodents, in accordance with established protocols for disease surveillance monitoring
- Inspects, services, and prepares supplies and laboratory equipment
- Performs accurate identification of adult and immature mosquitoes to the genus and species levels using published identification keys
- Accurately records data using standard forms and specialized desktop or mobile software
- Is responsible for mosquito colony maintenance
- Collects and processes bird carcasses and samples for disease surveillance
- Is responsible for the maintenance and well-being of sentinel chicken flocks and collection and processing of blood samples

- Is responsible for the production and maintenance of mosquitofish for demand by the public and the field, including daily operations of production systems
- Assists with field surveys and applied research projects
- Performs related work as required

**Knowledge of the following is required to perform the essential function:**

- Basic knowledge of mosquito biology, surveillance equipment and laboratory techniques
- Good laboratory practices
- Basic knowledge of animal husbandry as it relates to the care and maintenance of sentinel animals such as chickens
- Basic knowledge of mosquitofish biology and aquaculture
- Basic knowledge of District, State and Federal rules, regulations, policies and procedures as they apply to program responsibilities
- Basic knowledge of computers and mobile devices for data collection and processing

**Ability to do the following is required to perform the essential function:**

- Build and maintain positive working relationships with co-workers, other District employees and the public using principles of good customer service
- Gather, research, compile, tabulate, and analyze data accurately and efficiently
- Interpret rules and regulations
- Read and understand Safety Data Sheets and pesticide label information
- Work independently and responsibly in an environmentally safe manner
- Safely operate a motor vehicle, on or off-road
- Safely handle and work with chemicals and potentially infectious biological materials
- Communicate effectively with staff and the public, verbally and in writing, in a professional and cooperative manner
- Understand and implement oral and written directions
- Perform related duties as assigned

## **QUALIFYING TRAINING AND EXPERIENCE**

A combination of training and experience which demonstrates that a person has obtained the required knowledge and is able to perform the required work (with reasonable accommodation, if needed). Successful completion of a pre-employment physical examination will be required. A person with the following combined training and experience would typically qualify to compete in a selection process:

**EDUCATION:** Possession of a Bachelor's degree from an accredited university or college in Biological Sciences or a related field.

**EXPERIENCE:** No professional experience required.

## **REQUIRED LICENSES, CERTIFICATIONS, AND REGISTRATIONS**

- Must have a valid California driver's license, with a good driving record and be insurable with the District's Insurance Carrier, using the accepted guidelines of the insurance provider.
- Must obtain and maintain Vector Control Technician certifications issued by California Department of Public Health Public Health in Category A, B, C and D within two years of employment.

### **Employment Conditions:**

Fair Labor Standards Act Overtime: Non-exempt, receives overtime compensation

Appointment and Removal Authority: General Manager

Conditions of employment for all CCMVCD positions include successfully passing a Department of Justice LiveScan fingerprint check and completion of the Federal Employment Eligibility Verification Form I-9, as well as a pre-employment physical.

Per Chapter 8, Division 4 of Title 1 of the California State Government Code, public employees are declared to be "Disaster Service Workers." As such, District employees may be called upon to support the activities of the District during an emergency situation.

Applicants requesting reasonable accommodation during any phase of the examination process are instructed to contact the Human Resources and Administration Manager at (925)771-6103.

A complete Employment Application must be submitted to be considered for this position.

**Board Approved: November 25, 2024**