Provincial Job Description

TITLE:
(101) Clinical Genetics Technologist I

PAY BAND:
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FOR FACILITY USE:

SUMMARY OF DUTIES:

Responsible for performing diagnostic chromosome and molecular studies on peripheral blood, bone marrow, amniotic fluid and solid tissue samples.

QUALIFICATIONS:

- **Baccalaureate of Science degree**
- **Clinical Genetics Technology Advanced diploma**
  - **Licensed and registered by the College of Medical Laboratory Professionals of Saskatchewan (CMLPSK) in Clinical Genetics***

KNOWLEDGE, SKILLS & ABILITIES:

- **Intermediate computer skills**
- **Analytical skills**
- **Ability to work independently**
- **Communication skills**
- **Interpersonal skills**

EXPERIENCE:

- **<u>Previous:</u> No previous experience.**

KEY ACTIVITIES:

A. Culture / Harvest / Testing of Specimens

- **Prepares and records sample receipt and/or result.**
- **Initiates and maintains cultures including suspensions (bloods, marrows), in situ (amniotic fluids, solid tissues and nucleic acids).**
- **Sub-cultures long term cultures, as necessary.**
- **Freezes cells for future studies.**
- **Harvests cells at appropriate time through established methods.**
- **Prepares slides.**
- **Monitors, evaluates and interprets results.**
- **Bands and stains chromosomes on slides, dishes and cover slips.**
- **Performs microscopic analysis of chromosomes.**
- **Performs digital photography of cells.**
- **Performs computer-assisted karyotyping.**
- **Performs special staining (e.g., fluorescent in situ hybridization [FISH]).**
- **Harvests cells for extended chromosome studies.**
- **Performs molecular genetics testing.**

B. Quality Assurance / Quality Control

- **Participates in Quality Assurance/Quality Control programs as required by local protocols and government regulations.**
- **Follows preventative maintenance programs by maintaining instrument logs and recognizing equipment malfunctions.**

C. Clerical

- **Second check cases before sign-out.**
- **Reviews old cases prior to follow-up appointments.**
- **Performs computer work (e.g., data entry, back up).**
- **Faxes, scans and prints reports.**

D. <u>Related Key Work Activities</u>

- **Researches new techniques/equipment.**
- **Prepares solutions.**
- **Prepares/packages samples for shipping to outside labs.**
- **Provides occasional guidance to the primary function of others, including training.**
- **Cleans, maintains, troubleshoots and calibrates equipment according to established standards.**
- **Provides input into capital equipment purchases.**
- **Disposes of biohazardous waste, as per department procedures and policies.**

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:	***SEIU:***
SGEU:	***SAHO:***

Date: October 21, 2025
****Updated November 23, 2026***