



## LABORATORY TECHNICIAN I – CHEMISTRY

### DEFINITION

Under direct supervision, provides instructional support services for faculty and students of the Chemistry program; assists in preparing and setting up laboratory exercises, demonstrations, instructional materials, and supplies; assists students and faculty in the use and operation of equipment and materials related to the Chemistry program.

### SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision from the Dean, Natural Sciences. Exercises no direct supervision of staff.

### CLASS CHARACTERISTICS

This is the entry-level in the Laboratory Technician – Chemistry class series. Initially under close supervision, incumbents with limited experience learn to perform more routine tasks and lab work in the Chemistry program. Initially, work is usually supervised while in progress and fits an established structure or pattern and exceptions or changes in procedures are explained in detail as they arise. As experience is gained, assignments become more varied and are performed with greater independence. This class is distinguished from the Laboratory Technician II – Chemistry in that the latter performs more advanced lab technician services requiring additional training and/or experience.

### EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

1. Assists in preparing and setting up laboratory exercises, demonstrations, and instructional materials; monitors laboratory environment; organizes, arranges, stocks, and distributes materials, equipment, and supplies.
2. Provides instructional support services for the Chemistry program; assists in instructional demonstrations of procedures and techniques; explains related principles, practices, procedures, methods, materials, terminology, tools, and equipment.
3. Operates, demonstrates use of, and maintains various laboratory equipment and materials, including lab solutions, reagents, and unknowns.
4. Prepares and sterilizes instruments.
5. Cleans and ensures proper storage of laboratory equipment; ensures laboratory and work areas are in clean and orderly condition.
6. Maintains accurate logs, reports, and records of work performed and materials and equipment used.
7. Monitors, orders, receives, stores, and maintains adequate inventory levels of supplies and equipment as directed.
8. Assists in training student workers.
9. Submits work orders for maintenance and repair of equipment and facilities.
10. Promotes an environment of belonging as it relates to diversity, equity, inclusion, social justice, anti-racism, and accessibility.

11. Provides quality customer service when interacting with the public, vendors, students, and College staff, including individuals from minoritized groups.
12. Supports and abides by federal, state, local policies, and Board Policies and Administrative Procedures.
13. Participates on committees, task forces, and special assignments, including, but not limited to Screening and Selection Committees and mandated trainings as required.
14. Prepares and delivers oral presentations related to assigned areas as required.
15. Learns and applies emerging technologies and, as necessary, to perform duties in an efficient, organized, and timely manner.
16. Performs other related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

1. Principles and practices of supporting a diverse, equitable, inclusive, socially just, anti-racist, and accessible academic and work environment.
2. Terminology, techniques, equipment, materials, principles, theories, practices, and procedures related to the Chemistry program.
3. Basic methods and procedures for preparing course materials and laboratory exercises and demonstrations used in Chemistry courses.
4. Set-up, operation, demonstration, and maintenance of various tools and equipment used in the Chemistry program.
5. Methods, practices, and techniques of student learning and instruction.
6. Modern office practices, methods, and computer equipment and applications related to the work.
7. Record keeping principles and procedures.
8. English usage, spelling, vocabulary, grammar, and punctuation.
9. Techniques for providing a high level of customer service by effectively dealing with the public, students, and District staff, including individuals of various ages, disabilities, various socio-economic and ethnic groups.

### **Skills & Abilities to:**

1. Advocate for and communicate the College's vision and commitment to creating a diverse, equitable, inclusive, socially just, anti-racist, and accessible academic and work environment.
2. Participate in addressing gaps in diversity, equity, inclusion, social justice, anti-racism, and accessibility in the recruitment and retention of staff.
3. Participate in providing resources and support towards the goal of a diverse, equitable, inclusive, socially just, anti-racist, and accessible academic and work environment.
4. Learn principles, practices, procedures, methods, materials, tools, terminology, and equipment related to the Chemistry program.
5. Assist students and faculty in the use and operation of equipment and materials related to the Chemistry program.
6. Create an engaging and positive learning environment in a laboratory or other learning environments.

7. Learn and demonstrate proper use and maintenance of equipment, materials, and supplies used in the Chemistry program.
8. Interpret, apply, and explain applicable District policies, rules, and regulations related to areas of responsibility.
9. Estimate and order required supplies and equipment.
10. Establish and maintain a filing, record keeping, and tracking systems.
11. Organize own work, set priorities, and meet critical time deadlines.
12. Operate modern office equipment including computer equipment and software applications programs.
13. Use English effectively to communicate in person, over the telephone, and in writing.
14. Understand scope of authority in making independent decisions.
15. Review situations accurately and determine appropriate course of action using judgment according to established policies and procedures.
16. Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:**

*Any combination of training and experience which would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

1. Equivalent to an Associate's degree from a regionally accredited college in chemistry or related field; and
2. One (1) year of experience working in a classroom, laboratory, or similar setting.

**Desirable Qualifications:**

1. Experience working with policies and procedures relating to diversity, equity, inclusion, social justice, anti-racism, and accessibility preferably in a minority serving institution such as Hispanic Serving Institution (HSI) and Asian American and Native American Pacific Islander-Serving Institution (AANAPISI); OR
2. Experience with participation in programs relating to diversity, equity, inclusion, social justice, anti-racism, and accessibility preferably in a minority serving institution such as Hispanic Serving Institution (HSI) and Asian American and Native American Pacific Islander-Serving Institution (AANAPISI).

**Licenses and Certifications:**

The incumbent may periodically be required to travel to a variety of locations. If required to operate a vehicle in the position, employees must demonstrate possession of a valid California's Driver's License.

**PHYSICAL DEMANDS**

Must possess mobility to work in a laboratory/classroom environment and in the field; strength, stamina, and mobility to perform medium to heavy physical work, to operate varied lab equipment; vision to read printed materials and a computer screen; and hearing

and speech to communicate in person and over the telephone. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned equipment. Incumbents in this classification bend, stoop, kneel, reach, and climb to perform work. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, and occasionally heavier weights with the use of proper equipment.

### **ENVIRONMENTAL ELEMENTS**

Employees work in a laboratory/classroom and in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, dust, fumes, and allergens, and hazardous physical substances. Employees may interact with staff and/or students in interpreting and enforcing departmental policies and procedures.

Amended: 7/2023

**EZ Salary Projection FY 2025-26  
(Less than 50% FTE)  
Vacancy Status**

FTE less than 50%	
Description	Input
Select employee group	UA
Enter salary range	79
Enter months of employment	12
Enter FTE percentage	47.50%
<b>Total Annual Cost (Salary and Benefits)</b>	<b>\$38,729</b>

*For Salary Ranges, please refer to the Human Resources*

*Website/Salary Schedules:*

<http://www.mtsac.edu/hr/salary-schedule.html>

*For questions, contact Christine Lam at Ext. 5428 or clam@mtsac.edu*

Revised 10.23.25 (included 3.00% in CSEA 262)

**NATURAL SCIENCES DIVISION**

**DEANS**

Dean  
Denise Bailey

Associate Dean  
Jimmy Tamayo



**ADMINS**

- Administrative Specialist IV  
Colleen Nelson
- Administrative Specialist III  
Benny Estrada  
Dena Juarez  
Laura Lopez  
Ashley Marin
- Administrative Specialist I  
Cristian Meza

**LAB TECHS**

- Lab Tech II - Biology**  
Ana De Araya  
Joshua Castle  
Donna Lee  
Andrew Maxwell  
Sabrina Torres
- Lab Tech I - Chemistry (47.5%)**  
Vacant
- Lab Tech II - Chemistry**  
Jane Ho  
Tatiana Lopez  
Kimberly Sanchez
- Lab Tech - Earth Sciences (50%)**  
Adam Auten
- Lab Tech I - Physics and Engineering**  
Christin Green
- Lab Tech II - Physics and Engineering**  
Maria Vaughn
- Lab Tech - Registered Vet Technician**  
Annette Monugian  
Darlene Vale
- Planetarium and Observatory Specialist**  
Jessica Draper

**FARM**

- Interim Farm Manager**  
Brad Foyil
- FARM OPERATIONS**
- Horticulture Operations Specialist**  
Jesus Ramirez
- Horticulture Production Assistant**  
Irma Arvizu
- Livestock Operations Specialist**  
Danae Yoshikawa
- Horse Training Technician (47.5%)**  
Vacant

**DEPARTMENTS**

- MARCS**
- MESA**
- STEM Center**

**INSTRUCTIONAL SUPPORT CENTERS**

- MARCS**
- MESA**
- STEM Center**

**PLANETARIUM & OBSERVATORY**

- Planetarium & Observatory Manager  
Heather Rookhuyzen

**MEEK SCIENCE CENTER**

- Meek Science Center Coordinator  
Mark Cooper

**WILDLIFE SANCTUARY**

- Wildlife Sanctuary Coordinators  
Mark Cooper  
Tyler Flisik



**AGRICULTURAL SCIENCES**

- Department Co-Chairs**  
Naomi Barnes  
Jennifer Loreda  
Chaz Perea
- RVT Director**  
Naomi Barnes
- Professors**  
Megan Fero  
Jennifer Hinostroza  
Audra Lopez  
Maya Padilla  
Cesia Paniagua  
Jamie Phillips  
Brian Scott  
Gary Uyeno

**BIOLOGICAL SCIENCES**

- Department Chair**  
David Mirman
- HTL Director (Bachelors)**  
Becky Radabaugh
- HT Director (Associates)**  
Jennifer MacDonald
- BIO Adjunct Coordinator**  
Danielle Dervishian
- Professors**  
Cristian Aguilar  
Martin Arteaga  
Frances Borella  
Alison Chamberlain  
Diana Churchill  
Mark Cooper  
Tyler Flisik  
Jenny Gernhart  
Naluce Ito Rocha Santana  
Janine Kido  
Xavier Lopez  
Beta Meyer  
Loni Nguyen  
John Norvell  
Maura Palacios Mejia  
Melissa Presch  
Tim Revell  
Carmen Rexach  
Sarah Scott  
Carola Wright

**CHEMISTRY**

- Department Co-Chairs**  
Jenny Leung  
Janet Truttman
- Professors**  
Jenny Chen  
Todd Clements  
Dhaval Doshi  
Kamran Golestaneh  
Cuiwen He  
Kenneth Huang  
Alvin Kung  
Parisa Mahjoor  
Mike Marsella  
Carrie Miller  
Iraj Nejad  
Thang Nguyen  
Victor Prutyantov  
Masoud Roueintan

**EARTH SCIENCES AND ASTRONOMY**

- Department Co-Chairs**  
Julie Bray-Ali  
Michael Hood
- Geotech Coordinator**  
Robert Leeper
- Professors**  
Tania Anders  
Mark Boryta  
Micol Christopher  
Priscilla Holguin Luna  
Hilary Lackey  
David Mrofka  
Rebecca Walker  
Craig Webb

**MATHEMATICS AND COMPUTER SCIENCE**

- Department Chair**  
Kambiz Khoddam
- MCS Adjunct Coordinator**  
Hugh Griffith
- Professors**  
Dominick Atanasio  
Jorge Basilio  
Alina Birca  
Marissa Case  
Dolores Chavez  
Scot Childress  
Krysten DeWilde  
Bill Edwards  
Martha Hall  
Jonathan Johannsen  
Candice Kim  
Al Kirchgraber  
Tetsuro Kojima  
Irving Lai  
Stephen Lancaster  
Phebe Lee  
Rene Loyd  
Janet McMullin  
Lisa Morales  
Baochi Nguyen  
Hoang-Quyen Nguyen  
Chris Perez  
Karla Rivas  
Debbie Rivers  
Melody Summers  
Christine Sun  
Tim Takashima  
Frank Tran  
Cameron Troxell  
Tuan Vo  
Jeff Wakefield  
Laura Wohlgezogen  
Paula Young

**PHYSICS AND ENGINEERING**

- Department Chair**  
John Miller
- Professors**  
Joshua Cabrera  
Zahir Khan  
Eugene Mahmoud  
Martin Mason  
Sarah Nichols  
Malcolm Rickard  
Carolyn Robinson  
Brandon Saller  
Karen Schnurbusch

Classified 262

Classified 651

Dean

Faculty

Manager



## Personnel Transactions

### CLASSIFIED EMPLOYMENT

**Promotion(s)**

Name	Position	Department/Division	Range	Step	Job FTE/Term	Effective	Annual Salary
David, Emil	Coordinator, Custodial Services	Maintenance and Operations	B-057	5	1.000/12 months	09/01/2025	\$78,066.72
Gonzales, Peter	Coordinator, Custodial Services	Maintenance and Operations	B-057	6	1.000/12 months	09/01/2025	\$81,984.48
Sandoval, Melissa	Administrative Specialist III	Humanities and Social Sciences	A-081	5	1.000/12 months	09/12/2025	\$81,366.12

**Permanent Change in Assignment(s)**

Name	Position	Department/Division	Range	Step	Job FTE	Effective	Monthly Salary
Gibson, Daniel	Community Services Officer	Police and Campus Safety	A-075	6	1.000	07/01/2025	\$6,706.91
Ramos, Paul	Community Services Officer	Police and Campus Safety	A-075	6	1.000	07/01/2025	\$6,706.91
Reynoso, Obdulia	Administrative Specialist II	Business	A-075	6	1.000	07/01/2025	\$6,706.91

**Separation(s)**

The effective date is the employee's first day of separation.

Name	Position	Department/Division	Effective
Cabral, Daena	Laboratory Technician I- Chemistry	Chemistry	09/11/2025

**Retirement(s)**

The effective date is the employee's first day of retirement.

Name	Position	Department/Division	Effective
Tagarao, Clarence	Lead Mail Room Operator	Mail Services	11/29/2025