

PHOTO LABORATORY TECHNICIAN II

NATURE AND VARIETY OF WORK

This is full performance level technical work in the processing and developing of film in a darkroom setting. Incumbents perform the full range of photo processing and developing duties. Work is subject to general supervision and evaluated through analysis of output finished products.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Performs the full range of photo processing and developing duties and responsibilities.

Processes color and black and white film using mechanized and manual methods.

Sets up and operate darkroom equipment, such as, copy cameras, film processors, printers and enlargers, enlarging computers, film analyzers and densitometers and other cameras and equipment as required.

Performs preventive maintenance checks on assigned equipment.

Maintains records and files of incoming and completed workloads and photographic equipment taken to camera repair shop.

Performs physical inventory of photographic materials maintained in the shop and informs supervisor when supplies are in short demand.

Compiles statistical data for incorporation into management reports.

Numbers/stamps finished photographs for identification purposes to be used for future retrieval.

Prepares display material and charts for classes, meetings, police seminars, and court presentations.

Mixes and maintains proper concentration of chemicals for developing film and processing prints.

Maintains liaison with requesting agencies general public, vendors, and other agencies.

Provides technical guidance to subordinate level personnel.

May lead less skilled level photo lab technician position in the performance of assigned duties.

May be required to use automated equipment in conjunction with assigned duties and responsibilities.

Willingly and cooperatively performs tasks and duties which may not be specifically listed in the class specification or position description, but which are within the general occupational category and responsibility level typically associated with the employee's class of work.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

Knowledge of the processes, techniques and equipment used in processing and developing black and white and color photographs.

Knowledge of the processes, techniques and equipment used in processing and developing color film.

Knowledge of the mixing of chemicals used in the processing and preserving of film.

Ability to process and develop black and white film using manual methods.

Ability to operate and maintain various types of darkroom equipment.

Ability to file and catalogue work and maintain records of materials and supplies used.

Ability to understand and follow oral and written instruction.

Ability to provide technical guidance to subordinate level personnel.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent GED supplemented by some basic courses in photographic processing and darkroom techniques, plus one (1) year of experience in photographic processing and darkroom work in both black and white and color films. An equivalent combination of education, training and experience will be considered.

REVISED: 10/88