

PHOTO LABORATORY TECHNICIAN III

NATURE AND VARIETY OF WORK

This is lead level technical work in the processing and developing of film in a darkroom setting. Incumbents lead/coordinate subordinate level technicians and participate in the processing of color and black and white film and assist the supervisor in performing various administrative functions relative to the photo laboratory. Such positions work with a considerable degree of latitude for independent action, initiative and judgment in performing photographic processing. Work is performed under general supervision and is evaluated for quality of work and adherence to applicable standards and regulations.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Leads/coordinates technicians in the processing and developing of film (color and black and white) in the darkroom.

Set up and operate darkroom equipment, such as, copy cameras, black and white and color processors, printers and enlargers, 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.

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

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

Lead/coordinates subordinate level personnel in the conduct of their work.

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

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

Considerable knowledge of the mixing of chemicals used in processing and preserving film.

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

Ability to operate and maintain various types of darkroom equipment, such as, copy cameras, processors, printers and enlargers, film analyzers and other types of cameras and 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 lead/coordinate subordinate level personnel in the performance of processing and developing duties.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent GED supplemented by some specialized courses in photographic processing and darkroom techniques plus two (2) years 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.

CREATED: 10/88