**1) Example of Large ad**

The (insert HD name) Health Department is accepting applications for a full time (FT/PT) **Laboratory Technician.**

**General Duties include**: This position serves under the moderate direction of the laboratory supervisor. Responsibilities for this position include, but are not limited to: Use technical skill and independent judgment to perform tests in medical laboratories for use in treatment and diagnosis of diseases. Participate in general laboratory techniques such as staining of micro-organisms, transferring cultures, preparing chemicals, and preparing specimens for examination. Collect blood specimens, groups and types blood. Analyze blood and body fluids for chemical components. Make microscopic examinations of urine, blood, blood fluids, and water.

**Minimum Education, Training or Experience:** Associate Degree from a Medical Laboratory Technician Program approved by the AMA, including courses in Chemistry and biology. Experience up to 3 months is helpful but not required.

**Substitution for Education, Training or Experience**: Associate Degree of at least 60 semester hours from an accredited institution, including chemistry and biology, plus 12-month structured curriculum in medical laboratory techniques (which may have been part of collegiate course);

or

Associate degree or equivalent from an accredited institution, including courses in chemistry and biology plus graduation from a military medical laboratory training program of not less than 12 months duration. Experience up to 3 months is helpful but not required.

**Starting Salary**: $15.17-$18.86/hr negotiable with additional experience. Grade 12

**Apply at** [**https://KOG.CHFS.KY.GOV/HOME**](https://KOG.CHFS.KY.GOV/HOME). **Create a citizen’s account and search LHDCOS (search and apply)** Completed application must be submitted by **(insert date) Transcripts must be provided before the close date if post-secondary education is required or may be substituted for experience. Transcripts must list the degree awarded.** Qualified applicants/employees are subject to a pre-screening, selection for interview, and/or demonstration of skills testing. Employment may be contingent upon a successful drug screening and background check. Equal Opportunity Employer.

**2) Example of smaller ad to reference website**

The (insert HD name) Health Department is accepting applications for a full time (FT/PT) **Laboratory Technician.**

**Starting Salary**: $15.17-$18.86/hr negotiable with additional experience. Grade 12

A full listing of qualifications may be obtained at <https://chfs.ky.gov/agencies/dph/dafm/lhpb/Pages/merit.aspx>. Apply at <https://KOG.CHFS.KY.GOV/HOME>. Create a citizen’s account and search LHDCOS (search and apply). The completed application must be submitted by **(insert date).** **Transcripts must be provided before the close date if post-secondary education is required or may be substituted for experience. Transcripts must list the degree awarded.** Qualified applicants/employees are subject to a pre-screening, selection for interview, and/or demonstration of skills testing. Employment may be contingent upon a successful drug screening and background check. Equal Opportunity Employer.