

CONFEDERATED TRIBES OF THE UMATILLA INDIAN RESERVATION



2025 SUMMER YOUTH PROGRAM POSITION DESCRIPTION

POSITION TITLE:	Lab Attendant
SALARY:	\$12.55- \$15.00 per hour/ DOE
DEPARTMENT:	Laboratory/Imaging
PROGRAM:	Phlebotomy, X-ray, Laboratory Medicine, Ultrasound, Mammography
LOCATION:	Nixyáawii Governance Center Mission, OR
EMPLOYMENT STATUS:	Summer 2025, Seasonal/Special Projects
SUPERVISED BY:	Laboratory/Imaging Manager
LENGTH OF EMPLOYMENT:	July 1- August 15, 2025
WORK SCHEDULE:	Monday – Friday 7:30 AM- 4:00 PM

GENERAL STATEMENT OF DUTIES

The lab attendant position will involve working with medical professionals in the laboratory/imaging department at Yellowhawk. You will observe how specimens are collected and tested, support staff during non-patient sample testing, and learn how to operate medical laboratory/imaging equipment. The Attendant will also assist lab staff with general duties in a clinical setting, including helping with stocking supplies and keeping the lab space clean.

WHAT TO EXPECT

As a Lab Attendant, you'll be introduced to the daily work of a healthcare lab. You will observe how samples are collected and tested, and how testing biological material and collecting images of the human body help diagnose different health conditions. While you won't handle patient materials, you may assist with lab tasks that support the team. This experience is great for students interested in healthcare, science, or medical technology. You'll gain insight into lab safety, professional health care shadowing experience, and learn about the importance of accuracy in health settings.

DUTIES & RESPONSIBILITIES

- 1) Dress appropriately for different work experiences and activities, such as office work, lab work, and/or community events.
- 2) Treat others with respect at all times.
- 3) Report to work on time/prepared each day, and follow a daily schedule.
- 4) Assist lab staff with basic support tasks in a healthcare setting.
- 5) Observe specimen collection and laboratory testing, including hands-on lab testing with non-patient samples.
- 6) Learn about different types of medical imaging, such as ultrasounds, X-rays, and mammography.
- 7) Help keep the lab space clean, organized, and safe.
- 8) Work alongside health care professionals and observe the health services they provide to patients.

BASIC SKILLS & INTERESTS

- 1) Interest in medical-related occupations, like ultrasounds, X-rays, and mammography.
- 2) Have interpersonal skills and be comfortable speaking to various people one-on-one or in groups.
- 3) Must be able to follow safety and universal precaution protocols.
- 4) Interest in learning about instrumentation in the Yellowhawk laboratory and testing information.
- 5) Comfortable with observing the collection of different types of biological samples.
- 6) Desire to learn about the equipment used in the Yellowhawk laboratory, including instrumentation, and various medical testing information.
- 7) Must have the ability to learn and adhere to strict confidentiality/HIPAA rules.
- 8) Exhibit professional demeanor.

PHYSICAL DEMANDS

- 1) Ability to sit, stand, and walk for extended periods.
- 2) Ability to lift/carry up to 25 lbs.

EMPLOYER REQUIREMENTS & PREFERENCES

- 1) Must be at least 16 years old.
- 2) HIPAA and strict confidentiality processes must be followed due to potential exposure to patients and patient information.
- 3) Willingness to learn about various jobs in lab/imaging.
- 4) Must be comfortable with observing the collection of different types of biological samples.
- 5) Demonstrate effective communication skills.
- 6) Experience stocking items in appropriate places, or willing to learn.
- 7) Must be able to work in a team setting.
- 8) Must have the ability to learn and adhere to strict confidentiality/HIPAA rules.