AUBURN
Human Resources

Sr Histotechnician

Job Description

JOB INFORMATION

Job Code	IC04C
Job Description Title	Sr Histotechnician
Pay Grade	VT11
Range Minimum	$63,420
33rd %	$80,330
Range Midpoint	$88,780
67th %	$97,240
Range Maximum	$114,150
Exemption Status	Exempt
Organizational use restricted to the following divisions	139 College of Veterinary Medicine
Approved Date:	9/2/2025 11:50:58 AM

JOB FAMILY AND FUNCTION

Job Family:	Veterinary & Animal Care
Job Function:	Laboratory Operations

JOB SUMMARY

The Senior Histotechnician is responsible for performing high-quality processing, embedding, microtomy, and staining of tissue samples to support diagnostic efforts. This position may also include responsibilities related to laboratory oversight and the supervision of staff, depending on departmental needs. Additionally, the role maintains chemical inventories and ensures proper disposal of chemical waste in accordance with safety regulations.

RESPONSIBILITIES

- Leads daily histopathology operations, including specimen processing, embedding, microtomy, and ensuring diagnostic samples are handled with integrity and high quality.
- Performs and oversees advanced staining techniques, including special stains and immunohistochemical procedures, while also developing and optimizing related protocols.
- Supports research initiatives, assisting with projects led by the Auburn University College of Veterinary Medicine (AUCVM) pathologists, residents, postdocs, and external academic collaborators.
- Provides ongoing training for staff, interns, residents, and house officers.
- Oversees laboratory inventory and procurement, including ordering supplies, processing invoices, and maintaining stock for both the histopathology and necropsy/trim labs.
- Maintains and calibrates laboratory equipment, ensuring all instruments are functional, safe, and compliant with operational standards.
- Oversees chemical safety, including inventory management and proper disposal of chemical waste in accordance with regulatory guidelines.
- Serves as the primary point of contact for clients and clinicians, handling communications via phone and email to provide updates and resolve inquiries.
- Utilizes the VetView Laboratory Information System (LIS) to manage daily workflow, access accession data, and support communication and documentation.
- Ensures continuous quality improvement, monitoring turnaround times and implementing best practices to maintain high standards in diagnostic and research services.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	Histotechnology, Medical Technology, Clinical/Medical Laboratory Science, Biology, Chemistry, or related field.	and	6 years of	Experience in histology practices with a proven track record in managing high-volume diagnostic histopathology laboratories. Demonstrates expertise in tissue processing, embedding, microtomy, and advanced staining techniques, including special stains and immunohistochemistry.	Or
Master's Degree	Histotechnology, Medical Technology, Clinical/Medical Laboratory Science, Biology, Chemistry, or related field.	and	4 years of	Experience in histology practices with a proven track record in managing high-volume diagnostic histopathology laboratories. Demonstrates expertise in tissue processing, embedding, microtomy, and advanced staining techniques, including special stains and immunohistochemistry.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Skilled in using complex techniques and equipment to demonstrate the ability to interpret, select, adapt, and supply many guidelines, precedents, and engineering principles and practices.	
Skilled in developing and optimizing laboratory protocols to support both clinical diagnostics and research initiatives.	
Skilled at supervising multidisciplinary teams, training staff and students, and ensuring compliance with safety and quality standards.	
Ability to maintain operational efficiency, managing laboratory inventory, and fostering collaborative communication with clinicians, researchers, and institutional partners.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
HT - Histotechnologist - Certified from ASCP	An accredited Histotechnician (HT or HTL) certification from the American Society for Clinical Pathology (ASCP) Board.	Upon Hire	Required	Or
HTL - Histo Technologist	An accredited Histotechnician (HT or HTL) certification from the American Society for Clinical Pathology (ASCP) Board.	Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting				X		
Lifting	X					
Climbing		X				
Stooping/ Kneeling/ Crouching			X			
Reaching					X	
Talking				X		
Hearing				X		
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:

Ability to see information in print and/or electronically and distinguish colors.

Additional Special Requirements:

Must be able to evaluate slides to assess quality of staining.