

**NIBIN TECHNICIAN
PROGRESSION AND PRODUCTIVITY PROGRAM
CRITERION DOCUMENT**

Note: Refer to the NIBIN Technician Progression and Productivity Program Policies and Procedures Document additional information and clarification on requirements, guidelines, and procedures.

Employees requesting proficiency or progression increase must not be on a City Performance Improvement Plan at the time of the request

To Become: NIBIN TECHNICIAN I (ST-27)
--

EDUCATION AND EXPERIENCE: Must meet the following:

Graduation from an accredited college or university with an associate degree in one of the physical, chemical, forensic, or biological sciences or a related field; **and**

Two (2) years of experience relevant to the essential tasks listed in this job description

LICENSES / CERTIFICATIONS: Possession of a valid Oklahoma Class "D" Driver License

DEMONSTRATED

SKILL PROFICIENCY: Successful completion of entry level scientific work, as approved by management

<i>1st Proficiency Increase:</i>
--

An increase to the next step within the ST-27 pay grade will be awarded to the NIBIN Technician who successfully completes the following:

Completes technical training; **and**

Has obtained authorization to perform casework by the laboratory director; **and**

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by the laboratory director, or designee.

NIBIN Technician Progression Criteria Document
Page 2 of 2

To Become: NIBIN TECHNICIAN II (ST-31)

EDUCATION AND EXPERIENCE: Must meet the following:

- (a) Graduation from an accredited college or university with a bachelor's degree in one of the physical, chemical, forensic or biological sciences, or a related field **and**,
- (b) Three (3) years of laboratory experience relevant to the essential tasks listed in this job description; **including**,
- (c) Two (2) years of experience as a trained NIBIN Technician, or profession relevant to the essential tasks listed in this job description

LICENSES / CERTIFICATIONS: Possession of a valid Oklahoma Class "D" Driver license.

DEMONSTRATED

SKILL PROFICIENCY: Successful completion or demonstrated competency of designated department and City of Tulsa job requirements and must be able to perform advanced scientific work independently.

1st Proficiency Increase:

Completes one (1.0) course credit from an internal City of Tulsa Development Training course(s), not previously taken, as approved by the laboratory director, or designee