

Photographic Lab Technician I

DEFINITION

This is specialized technical work in a photographic laboratory setting.

Employees of this class are responsible for performing a variety of operations in accordance with established technical procedures and departmental policy. Work involves the development and reproduction of a variety of negatives, prints and photographs suitable for court evidence, displays, training purposes and surveillance. The incumbent is responsible for the servicing of processing equipment and is expected to maintain an efficient system for filing and retrieving negatives and photographs.

Training and advice concerning photographic techniques and the use of related equipment is provided to departmental staff as required. Work is performed under general supervision and is evaluated on the quality of work.

TYPICAL DUTIES*

Develops and reproduces various negatives, prints and photographs. Inspects finished work for adherence to standards of production and quality.

Maintains photographic processing equipment such as colour analyzers, dry mount presses, copy cameras, colour processors and colour enlargers.

Maintains a system for filing and retrieving negatives and photographs.

Mixes chemicals by volume or weight according to established procedures.

Reproduces old photographs and performs dry mounts.

Provides professional photographic services, training and advice for public relations assignments and aerial/surveillance photography. Advises Identification staff in the appropriate use of photographic equipment.

Takes and develops identification photos for department personnel.

Operates the video identification camera used for employee I.D. photos.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of photography, development and reproduction principles and practices.

Knowledge of the policies, standards and regulations pertaining to the assigned work.

Ability to understand and execute oral and written instructions.

Ability to instruct staff about photographic techniques and the use of related equipment.

Skill in the use and maintenance of photographic processing equipment and materials.

TRAINING AND EXPERIENCE REQUIREMENTS

Job Level

Completion of a two (2) year photographic technology program as offered by a recognized institute of technology. Possession of a Class 5 Alberta Motor Vehicles Operator's License.

** This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

Salary Plan	<u>21M</u>	<u>21A</u>	<u>21B</u>	<u>21C</u>
Job Code	0743		0744	
Last Updated:	1992-02			
Previous Updates:				
Originated:	1981-08			