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

**1st Proficiency Increase:**

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.
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