

# Lab Manager Responsibilities

## The Lab Manager Shall:

- Maintain an inventory of the lab
- Monitor tool condition
- Manage surplus of equipment
- Monitor the overall condition and cleanliness of the lab
- Oversee lab cleaning days
- Oversee safety procedures
- Assist in special projects as assigned by the President

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Revision #2

Created 19 October 2023 14:08:08 by Dwight Howard, II

Updated 24 October 2023 15:47:52 by Dwight Howard, II