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| TITLE: <u>Veterinary Technician Assistant</u>        | SALARY<br>SCHEDULE: <u>Staff</u> | CLASS<br>CODE: <u>SA529</u> |
| UNION: <u>Staff Association - Local 2071, U.A.W.</u> | SALARY<br>GRADE: <u>3</u>        | EEO<br>CODE: <u>50</u>      |
|  | FLSA: <u>Non-Exempt</u>          | E-<br>CLASS: <u>SA</u>      |

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**POSITION PURPOSE**

Provide routine assistance to research investigators and student technicians in animal health care to maintain a mouse breeding facility utilized in support of educational activities and research initiatives at the University.

**ESSENTIAL JOB FUNCTIONS**

- Maintain and monitor mouse breeding facility and/or colonies in accordance with appropriate animal health care standards and techniques to ensure compliance with University procedures and regulations established by the American Association for Accreditation of Laboratory Animal Care (AAALAC), the United States Department of Agriculture (USDA) and other State and federal guidelines. Assist and participate in proper animal husbandry techniques which includes care, feeding, housing, handling, monitoring and evaluating animal health condition.
- Order and monitor equipment and supply inventory. Troubleshoot and repair any malfunctioning equipment or machines, e.g. cagewasher, autoclave, etc. Coordinate the receipt, delivery and issue of research animals and supplies.
- Monitor health of laboratory animals, evaluate condition and report any problems to clinical veterinarian or research professional. Maintain appropriate records (e.g. number of mouse births and deaths) and prepare reports related to health care standards as necessary.
- Provide functional supervision of small number (1-3) of student support personnel. Establish and monitor work schedules. Assign and evaluate work activities. Train in appropriate animal health care methods and procedures.
- Interact with clinical veterinarians, research personnel and outside vendors. Participate in continuing education and employee training programs to keep current with new developments in animal health care.
- Perform related work as assigned.

### **ADDITIONAL COMMENTS**

This classification is designed to perform vocational or procedural work routines in animal health care techniques to ensure humane care of research animals which support the educational and research initiatives of clinical veterinarians, research investigators and student technicians at the University. Work activities necessitate vocational training or equivalent on the job training in animal husbandry. Work activities involve thinking within somewhat diversified procedures or established precedents and are subject to close supervision or instruction. Work activities are performed given the following working condition factors, i.e. moderate physical effort (unload, transport and place medium weight food and bedding bags), good environmental conditions, minimal hazards and normal sensory attention. This classification level provides functional supervision to a small number (1-3) of student support personnel. This classification is generally located in an academic department within a School or College of the University. This classification reports to and receives work direction from a clinical veterinarian, research investigator, faculty member and/or management level position.

### **MINIMUM QUALIFICATIONS**

- High school graduate or equivalent combination of education and/or experience.
- Graduation from an accredited college or university preferred. Coursework in animal science, biology or the natural sciences is desirable.
- Certification from the American Veterinary Medical Association (AVMA) an accredited Animal Health Technology program preferred.
- State recognition as a licensed animal or veterinary technician.
- Some animal husbandry experience.
- Ability to unload, transport and place medium weight food and bedding bags in appropriate location.
- Some experience working at an animal health care facility.
- Some knowledge of National Institute of Health (NIH), American Association of Accreditation of Laboratory Animal Care (AAALAC) and United States Department of Agriculture (USDA) standards and guidelines.
- Typically, incumbents have held a position of Vivarium Technician or worked at a veterinary practice or laboratory research facility.