



WAYNE STATE UNIVERSITY

		ISSUED: 9/2012, 11/2024
TITLE: Veterinary Technologist	SALARY TABLE: SA	CLASS CODE: SA565
UNION: Staff Association Local 2071 U.A.W.	SALARY GRADE: 13	EEO CODE: 50
JOB GROUPING:	FLSA: Non-Exempt	EMPLOYEE CLASS: SA

POSITION PURPOSE

Provide training, assistance and technical expertise to clinical veterinarians, research investigators and staff in animal health care to support the educational programs and research initiatives at the University. Some specialized technical knowledge of veterinary practices and the operation of complex medical equipment is utilized in support of quality animal health care.

Essential Job Functions	% Time
Implement and oversee automated cage census counts transitioning. Coordinating accurate census taking through education of research and DLAR staff and surveying the animal facility. Must be able to work with software programs to ensure accuracy, and able to walk our facilities once weekly to visualize census.	25
Coordinate, administer and track the import/export and quarantine of animals to and from the University. Develop and implement standard operating procedures relative to testing and treatment of incoming animals. Track transfers of animals using appropriate software.	20
Interact with research investigators and clinical veterinarians concerning research protocols, procedures and other related techniques. Provide research support and information on common veterinary techniques, anesthesiology, drug use and medical supply vendors. Notify research or clinical veterinarian regarding changes in animal condition, behavior, appearance, outbreaks, etc.	20
Maintain records of research animals, medications or controlled substances. Order and monitor inventory of research animals and pharmaceutical supplies; maintain appropriate usage records and monitor billing activities.	10
Monitor health of laboratory animals at various facilities, evaluate condition and report any health problem or emergency situation to clinical veterinarian or research personnel. Maintain appropriate medical charts and records; collect and process biological samples.	10
Participate in continuing education and employee training programs to keep current with developments in veterinary medicine. Attend departmental staff meetings. May serve on animal committee. May be required to perform routine clerical functions (e.g. typing, copying, filing, ordering supplies, processing billings etc.) in support of departmental	10
Perform related duties as assigned.	5

THIS DESCRIPTION IS INTENDED TO INDICATE THE KINDS OF TASKS AND LEVELS OF WORK DIFFICULTY THAT WILL BE REQUIRED OF POSITIONS THAT WILL BE GIVEN THIS TITLE AND SHALL NOT BE CONSTRUED AS DECLARING WHAT THE SPECIFIC DUTIES AND RESPONSIBILITIES OF ANY PARTICULAR POSITION SHALL BE. IT IS NOT INTENDED TO LIMIT OR IN ANY WAY MODIFY THE RIGHT OF ANY SUPERVISOR TO ASSIGN, DIRECT AND CONTROL THE WORK OF EMPLOYEES UNDER THEIR SUPERVISION. THE USE OF A PARTICULAR EXPRESSION OR ILLUSTRATION DESCRIBING DUTIES SHALL NOT BE HELD TO EXCLUDE OTHER DUTIES NOT MENTIONED THAT ARE OF SIMILAR KIND OR LEVEL OF DIFFICULTY.

MINIMUM QUALIFICATIONS

Education

- 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), graduation from an accredited Animal Health Technology program.

Experience

- State recognition as a licensed animal or veterinary technician.
- Extensive animal care nursing experience
- Extensive work experience in a clinical veterinary practice with surgical and medical responsibilities.

Knowledge, Skills and Abilities

- Ability to work and multitask on various projects.
- Good Communication skills, both written and oral, are critical to success in this role. Skill
- Ability to operate standard office equipment including basic word processing software. Ability to learn and incorporate new software technologies into practices.
- Considerable 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.
- Considerable knowledge of federal shipping regulations.

WORKING CONDITIONS

Normal office environment as well as working within the animal housing area.

ADDITIONAL COMMENTS

This classification level is designed to provide advanced vocational knowledge and specialized techniques in veterinary practices to ensure humane care and use of research animals that support the research and education activities of clinical veterinarians, research investigators and research staff at the University. Work activities necessitate thinking within well defined policies and procedures given differing situations. Functional supervision may be exercised over laboratory animal technicians. This classification is generally located in Veterinary Technical Services (VTS) unit of the Department of Laboratory Animal Resources in the Division of Research. This classification reports to and receives work direction from a clinical veterinarian, research investigator and/or management level classification.