University System of Maryland
Job Class Specification

TITLE: LABORATORY ANIMAL TECHNICIAN   JOB CODE: N08LYT
FLSA: NONEXEMPT   JOB TYPE: SYSTEMWIDE
EEO6: H50   JOB FAMILY/SERIES: VET
IPEDS-SOC: P-292056

APPROVED BY: EFFECTIVE DATE: 10/06/2010
         Assistant Vice Chancellor JoAnn Goedert

JOB SUMMARY

Under general supervision, coordinates the day to day activities of a laboratory animal facility. Functions as a lead worker and oversees the care and treatment of animals to ensure compliance with federal rules and regulations and appropriateness to research conducted. This position may be used in one or all types of Biosafety Laboratories (BLS) ranging from level 1 to 3 environments.

PRIMARY DUTIES

1. Determines work priorities, plans, and schedules; assigns and reviews work; conducts hands-on training of animal care personnel.

2. Provides technical assistance with research-related activities (e.g. data collection and various experimental procedures such as the administration of injections, specimen collection, and animal observation).

3. Assists in the implementation and administration of policies and procedures for areas of responsibility.

4. Initiates and prepares all documentation related to purchase transactions, recommends vendors, and follows-up on the ordering process

5. Maintains animal facility according to standard facility operating procedures.

6. Performs all the duties of an Assistant Laboratory Animal Technician.

Note: The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific duties and responsibilities may vary based upon departmental needs.

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MINIMUM QUALIFICATIONS

EDUCATION: High School Diploma or GED.

EXPERIENCE: One year in a laboratory animal facility supporting a research project similar to the type being recruited for.

OTHER: Biosafety Laboratories Level 3 (BLS3) requires successful completion of Department of Justice security clearance for work with Select Agents and Toxins, as required by Federal regulation.

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

General knowledge of husbandry practices as routinely required in a laboratory animal environment. Ability to operate standard laboratory animal equipment including scales, autoclaves, pressure washers, cage washers, steam cleaners, etc.; to lift bags of feed and bedding; to follow standard operating procedures; to move heavy stainless steel racks, clean cages, etc.; to wear and work in personal protective equipment; to operate computers and other standard office equipment; to provide guidance and training to others; to communicate effectively both orally and in writing.

OTHER: Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

CONDITIONS OF EMPLOYMENT

Candidates selected for employment may be subject to medical inquiries and/or medical examinations to determine ability to perform the job. Certification by the American Association for Laboratory Animal Science (AALAS) as a Laboratory Animal Technician may be required. Biosafety Laboratory Level 3 have additional guidelines specific to working in BLS3 environments requiring the receipt of BLS3 training, ability to demonstrated proficiency in BLS3 practice and techniques, and participate in medical surveillance. May be required to have current tetanus and/or diphtheria shots.