

# Supervisor, Animal Care

## Position Template

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### Position Template

<b>Salary</b>	Competitive
<b>Required Qualifications</b>	High school graduate with five (5) years of experience within a recognized laboratory animal facility. Certification as an Assistant Laboratory Animal Technician from the American Association of Laboratory Animal Sciences (AALAS).
<b>Career Family</b>	Research
<b>Air Force MOS Code</b>	
<b>Army MOS Code</b>	
<b>Marine Corp MOS Code</b>	
<b>Navy MOS Code</b>	
<b>Coast Guard MOS Code</b>	

## Position Details

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### Position Information

<b>Job Title</b>	Supervisor, Animal Care
<b>Work Location</b>	Main Campus (7703 Floyd Curl Drive)
<b>Benefits Eligible?</b>	Yes
<b>Work Schedule</b>	7:30am - 4:30pm (some weekends & holidays)
<b>Number of hours per week</b>	40
<b>Is this position required to drive a UT vehicle?</b>	Yes
<b>Job Description</b>	To provide supervisory oversight of the animalcare staff and animalfacility at the Long Campus.
<b>Preferred Qualifications</b>	Bachelor's degree from an accredited institution plus three or more years of experience within a recognized laboratory animal facility. Assistant Laboratory Animal Technician certification (ALAT) or higher from the American Association of Laboratory Animal Sciences (AALAS). Knowledge of Windows operating system and Microsoft Office packages. Texas Driver's License with the ability to drive university vehicles.
<b>Combination of Relevant Education and Experience accepted</b>	No

### Job Duties

<b>Job Duty</b>	Supervise, train, monitor personnel making sure that all SOP's are followed. Manage work schedules, ensuring sufficient staff coverage at all times. Initiates and participates in hiring as well as in disciplinary actions. Oversees appropriate staff job training program. Maintains and reports staff time and attendance for the institutional recording system. Serves on rotation as a weekend/holiday supervisor and on-call supervisor.
<b>Percentage Of Time</b>	50

## Job Duties

<b>Job Duty</b>	Assigns research space/housing within the vivarium. Oversees the receiving, transport/shipping, and husbandry of animals. Daily inspection of facilities to assure compliance with regulatory agency standards. Monitors equipment to ensure operational efficiency. Submits maintenance requests and oversees maintenance done within the vivarium on equipment and facility. Monitors inventory of feed and supplies, and places new orders as needed. Reports any general health problems and/or deaths, major changes in room conditions, or facility/equipment malfunctions. Assist Associate Director in renovation/construction activities and utility shut downs within area of responsibility.
<b>Percentage Of Time</b>	30

## Job Duties

<b>Job Duty</b>	Assist investigators, as able, to reach their research goals within the vivarium. May periodically administer medications and treatments under qualified supervision. Monitors activities in vivarium to assure regulatory compliance. Informs investigators of delivery of animals and any change in the animals status. Participates in compliance such as inspections and site visits from regulatory agencies.
<b>Percentage Of Time</b>	10

## Job Duties

<b>Job Duty</b>	Oversees cage identification and animal census system. Participates in regular cage inventory process. Maintains room logs in accordance with regulatory requirements. Prepares, compiles, and maintain animal health, animal transfers and equipment maintenance records.
<b>Percentage Of Time</b>	10

## Posting Details

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## Posting Details

<b>Requisition Number</b>	201 63826
<b>Type of Recruitment</b>	Open Recruitment (open to UTHSCSA and non-UTHSCSA employees)
<b>Special Instructions to Applicants</b>	
<b>Security Sensitive Statement</b>	All positions are security sensitive and will require criminal background checks.
<b>EEO Statement</b>	We are an equal opportunity/affirmative action employer which includes protected veterans and individuals with disabilities.

## Supplemental Questions

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Required fields are indicated with an asterisk (\*).

1. • How did you hear about this career opportunity?

- Website - UT Health Science Center
- Indeed
- Socialmedia (i.e. LinkedIn, Facebook, etc.)
- College/University
- Texas Workforce Commission
- UT Health Science Center employee referral
- AdvertisemenUExternal Publication
- Other

2. \* What is the highest level of education attained?

- GED
- High School Diploma
- Associate's Degree

- Bachelor's Degree
- Master's Degree
- **PHO**

3. \* Describe your experience as it relates to this position.  
(Open Ended Question)

## Applicant Documents

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### Required Documents

1. Resume

### Optional Documents

1. Cover Letter
2. Transcripts
3. Letter of Recommendation
4. Certification and Licenses
5. Other

For further information, visit [www.uthscsajobs.com](http://www.uthscsajobs.com) , click on career family "Research" and enter the posting number 20163826 in the search field or email me at [simons@uthscsa.edu](mailto:simons@uthscsa.edu) Take care, Jack Simons