UNIVERSITY OF SOUTHERN CALIFORNIA
Animal Laboratory Technician I
Job Code: 185707

Grade: E
OT Eligible: Yes
Comp Approval: 7/1/2004

JOB SUMMARY:
Provides routine and technical care to animals for experimental use under direct supervision.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

______ _____ Ensures that animals are provided care in accordance with state and federal regulations to promote physical and psychological well-being and minimize discomfort.

______ _____ Maintains cleanliness and organization of cages, equipment, surgical and storage facilities. Maintains storeroom supplies. Performs routine cleaning of animal lodging facilities. Maintains computerized animal identification records; prepares medical histories on animals.

______ _____ Prepares and distributes food and water; prepares special diet plans. Exercises larger animals confined to small cages. Treats animals for external and internal parasites. Isolates sick animals and notifies veterinarian; disposes of dead animals.

______ _____ Collects and processes diagnostic samples. Administers drugs and other treatments. Assists Veterinarians and Principal Investigators with handling animals during procedures.

 Perform other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:

Essential: ☐ No
☐ Yes In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:

Minimum Education:
High School or equivalent
Combined experience/education as substitute for minimum education
Minimum Experience:

1 Year

Combined education/experience as substitute for minimum experience

Minimum Field of Expertise:

Completion of training for Assistant ALT Certification

Preferred Education:

Associate's Degree

Preferred Experience:

2 Years

Preferred Field of Expertise:

Assistant ALT Certification with experience in a veterinary hospital kennel or animal research laboratory

Skills: Laboratory:

Animal Handling

Skills: Machine:

Personal Computer

SIGNATURES:

Employee: __________________________ Date: __________________________

Supervisor: _________________________ Date: __________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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