

**Job Code:** ..... 100959E  
**Position #: (PTAA). (E)**.....7356  
**Developed by:**..... CC; TM  
**Reviewed by:**..... SG; DLJ  
**Approved by:**..... LK  
**Date:**..... 07/04; 8/05, 3/16; 8/19

**UNIVERSITY OF RHODE ISLAND**  
**Position Description**

**TITLE:** Technician II (Laboratory Animal Care)

**DIVISION:** Research & Economic Development

**REPORTS TO:** Facility Manager

**GRADE:** 9

**SUPERVISES:** N/A

**BASIC FUNCTION:**

Care for laboratory animals, and, train animal care staff and research personnel and assist principal investigators in common veterinary procedures, and institutional procedures and policies and laboratory procedures. Maintain the animal facilities to standards set forth by the National Institute of Health (NIH) and the United States Department of Agriculture (USDA). Responsible for record keeping, operation and maintenance of equipment as well as ensuring an adequate inventory supply.

Plan and implement an institutional training program for animal care to provide care staff and research personnel with the knowledge and skills to perform their duties within a laboratory animal care and use program. Provide general or in-depth training on topics of species-specific biology and behavior, animal facility equipment and operations, animal health procedures, animal research policies, and, occupational health and safety equipment and practices. Oversee the institutional training program for training animal care staff and research personnel.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Perform animal husbandry (i.e., observing animals for welfare concerns, cleaning cages, feeding animals).

Act as part of the care staff team to cover weekends and holiday schedule rotation and as essential personnel to cover emergencies in the animal facilities as outlined in the Emergency Management Plan.

Make daily inspections of animals and facilities and provide emergency care.

Remain alert to changes in animals' behavior or condition.

Attempt to identify cause and take appropriate action according to the established policies and procedures. Notify investigator and veterinarian as appropriate.

Perform or coordinate common veterinary procedures when requested by research personnel.

Function as lead trainer of animal care staff and research personnel within the laboratory animal facilities. Document and record training sessions and maintain a master training database for record keeping.

Provide hands-on animal husbandry training. Train animal care staff and research personnel on species-specific animal care, common veterinary procedures, institutional policies and practices and regulatory requirements.

Provide routine refresher training to keep staff and research personnel current on updated in knowledge, practices, procedures, and safety-related topics. Formal refresher training should be planned and scheduled regularly with timely and relevant topics (e.g., institutional policies, animal welfare mandates, occupational health and safety, and select agent use).

Confirm proficiency and document training.

Assist to develop, revise, and maintain training materials including animal care website content to support the needs of the program.

With assistance from Institutional Animal Care and Use Committee (IACUC)/Institutional Biosafety Committee (IBC) Specialist, provide instructor-led training, including facility orientation and facility tours to all staff and students requiring animal facility access.

Coordinate meetings between faculty and facility manager, attending veterinarian and others when requested by IACUC.

Provide input into development and/or revision of policies and procedures.

Assist in creating and updating animal husbandry SOP's and forms.

#### **OTHER DUTIES AND RESPONSIBILITIES:**

Assist the University's Institutional Animal Care and Use Committee in achieving compliance with the regulations of federal (USDA, NIH, FDA) and state animal welfare agencies.

Perform record keeping functions to assist in the preparations of the annual reports, i.e., animal census.

Assist as an instructor for proper animal care and use for other users of laboratory animals. Train in accordance with NIH and USDA regulations.

Maintain facilities for IACUC and USDA semi-annual inspections and implement any improvements that are recommended.

Perform other duties as assigned.

#### **LICENSES, TOOLS AND EQUIPMENT:**

Personal computers, printers, word processing, database management and spreadsheet software; valid driver's license (for assigned fleet vehicle); AALAS certification at Laboratory Animal Technician level within one year of employment.

#### **ENVIRONMENTAL CONDITIONS:**

The potential exists where there is exposure to unpleasant odors, chemicals, drugs, radioactive isotopes, animal waste and the possibility of animal bites and/or scratches. This position is subject to both inside and outside work and extreme cold and hot temperatures may be encountered. This positions requires lifting animal cages and supplies (approximately 30 pounds.)

#### **QUALIFICATIONS:**

**REQUIRED:** Bachelor's degree in biological sciences, animal health, animal science or related field; Certification by American Association for Laboratory Animal Science (AALAS) at the Laboratory Animal Technician level within one year of employment; Minimum two years of experience working with laboratory animals/or in a biology laboratory; Demonstrated knowledge of laboratory animal behavior and physiology; Demonstrated ability to lift animal cages and heavy supplies (approximately 30 lbs.); Demonstrated strong interpersonal and verbal communication skills; Demonstrated proficiency in written communication skills; and, Demonstrated ability to work with diverse groups/populations. Must have a valid driver's license (for assigned fleet vehicle).

**ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.**