

**Animal Medicine Career Ladder Matrix**

	Animal Care Tech Family				Veterinary Technician Family		
Job Title	Animal Care Tech	Animal Care Tech II	Animal Care Tech III	Animal Care Tech IV	Veterinary Technician I	Veterinary Technician II	Veterinary Technician III
Job Code	MR2258	MR2259	MR2260	MR2261	MR2262	MR2263	MR2264
Pay Grade	11	13	14	15	15	40	42
<b>Position Summary</b>	Under the supervision of the Animal Facility Supervisor or Designee, the Animal Care Technician performs a variety of duties related to the care of laboratory animals. Primary responsibilities are to maintain a clean and healthy environment for laboratory animals and observe animals for their general health and well-being. The position is considered essential, and as such requires weekend, holiday and off hour's coverage as needed.	Under the supervision of the Animal Facility Supervisor or Designee, the Animal Care Technician performs a variety of duties related to the care of laboratory animals. Primary responsibilities are to maintain a clean and healthy environment for laboratory animals and observe animals for their general health and well-being. The position is considered essential, and as such requires weekend, holiday and off hour's coverage as needed.	Under the supervision of the Animal Facility Supervisor or Designee, the Animal Care Technician performs a variety of duties related to the care of laboratory animals. Primary responsibilities are to maintain a clean and healthy environment for laboratory animals and observe animals for their general health and well-being. The position is considered essential, and as such requires weekend, holiday and off hour's coverage as needed.	Under the supervision of the Animal Facility Supervisor or Designee, the Animal Care Technician performs a variety of duties related to the care of laboratory animals. Primary responsibilities are to maintain a clean and healthy environment for laboratory animals and observe animals for their general health and well-being. The position is considered essential, and as such requires weekend, holiday and off hour's coverage as needed.	Under the supervision of the Veterinary Services Supervisor or designee, provides clinical and laboratory support in the research animal facilities including specimen collection, treatments, assisting with rodent breeding colony management, animal health rounds and some surgical assistance. This position is considered essential, and as such requires weekend, holiday, and off hours coverage as needed and/or on a rotating basis.	Under the supervision of the Animal Facility Supervisor or Designee, the Animal Care Technician performs a variety of duties related to the care of laboratory animals. Primary responsibilities are to maintain a clean and healthy environment for laboratory animals and observe animals for their general health and well-being. The position is considered essential, and as such requires weekend, holiday and off hour's coverage as needed.	Under the supervision of the Animal Facility Supervisor or Designee, the Animal Care Technician performs a variety of duties related to the care of laboratory animals. Primary responsibilities are to maintain a clean and healthy environment for laboratory animals and observe animals for their general health and well-being. The position is considered essential, and as such requires weekend, holiday and off hour's coverage as needed.
<b>Essential Functions /Scope</b>	<ul style="list-style-type: none"> <li>* Observe animal health and behavior, record and report atypical findings of the environment or physical plant</li> <li>* Perform animal husbandry duties; e.g., feeding, watering, cage/pen cleaning of all laboratory species</li> <li>* Handle, restrain, and sex laboratory animals</li> <li>* Maintain animal room records</li> <li>* Prepare and distribute routine medications</li> <li>* Perform routine maintenance and sanitization of rooms and associated equipment within the vivarium</li> <li>* Keep assigned work areas stocked with supplies</li> <li>* Collect and dispose of waste</li> </ul>	<ul style="list-style-type: none"> <li>* Demonstrate competency in at least three areas of specialization</li> </ul> <p><b>SPECIALIZED RESPONSIBILITIES:</b></p> <ul style="list-style-type: none"> <li>* Develop Standard Operating Procedures</li> <li>* Supply and Inventory Control (non-feed items)</li> <li>* Corridor/Pod Leader</li> <li>* Designated Trainer for Animal Care Technician I personnel and Animal Care Technician II personnel</li> </ul>	<ul style="list-style-type: none"> <li>* Coordinate activities of other animal care staff within area of specialization to ensure appropriate and efficient animal care</li> <li>* Monitor overall operation of assigned specialized area of responsibility</li> <li>* Demonstrate independence in area of specialization that utilizes experience and good judgement</li> <li>* Tour new staff and research personnel through the animal facility</li> <li>* Assist personnel in the operation and maintenance of the area of specialization</li> </ul>	<ul style="list-style-type: none"> <li>* Conduct and coordinate hands on training sessions for new personnel as well as annual retraining for existing personnel</li> <li>* Troubleshoot and repair system associated with specialty</li> <li>* Assist in SOP development, review, and implementation</li> </ul>	<ul style="list-style-type: none"> <li>* Observe, record, and report atypical findings of animal health or behavior, the environment and physical plant</li> <li>* Provide clinical treatments, administer drugs and fluids, collect body fluids, vaccinate and euthanize animals</li> <li>* Handle, restrain, and sex laboratory animals</li> <li>* Assist in veterinary care, diagnostic sample collections, management of rodent breeding colonies, surgery, the collection of samples for the disease surveillance program, and diagnostic laboratory tests</li> <li>* Provide care for animals treated with hazardous agents</li> </ul>	<ul style="list-style-type: none"> <li>* Maintain rodent breeding colonies</li> <li>* Collect biological samples</li> <li>* Perform diagnostic laboratory tests</li> <li>* Perform clinical rounds/do treatments on weekends/holidays</li> <li>* Provide pre and post-operative care</li> <li>* Participate in sanitation and disease control programs in animal facility; may include aseptic techniques in barrier rooms, quarantine, or clean housing systems</li> <li>* Provide hands-on training and instruction/mentorship/guidance on animal techniques and use to the UMMS research, Vet Tech I</li> </ul>	<ul style="list-style-type: none"> <li>* Coordinate activities of other animal care staff within area of specialization to ensure appropriate and efficient animal care</li> <li>* Monitor overall operation of assigned specialized area of responsibility</li> <li>* Demonstrate independence in area of specialization that utilizes experience and good judgement</li> <li>* Tour new staff and research personnel through the animal facility</li> <li>* Assist personnel in the operation and maintenance of the area of specialization</li> </ul>
<b>Required Qualifications</b>	<p>High School Diploma or equivalent</p> <p>0-1 year of related experience</p> <p>Valid driver's license Basic computer skills e.g. familiar with Microsoft office and related hardware</p>	<p>High School Diploma or equivalent</p> <p>3-5 years of related experience or certification from the American Association for Laboratory Animal Science as an Assistant Laboratory Animal Technician (ALAT)</p> <p>Valid driver's license Basic computer skills e.g. familiar with Microsoft office and related hardware</p>	<p>High School Diploma or equivalent</p> <p>1-3 years of related experience and certification by the American Association for Laboratory Animal Science as an Assistant Laboratory Animal Technician (ALAT) or equivalent experience as needed for certification or certification as a Laboratory Animal Technician (LAT)</p> <p>Valid driver's license Basic computer skills e.g. familiar with Microsoft office and related hardware</p>	<p>High School Diploma or equivalent</p> <p>1-3 years of related experience and certification by the American Association for Laboratory Animal Science as an Assistant Laboratory Animal Technician (LAT) or equivalent experience as needed for certification or certification as a Laboratory Animal Technologist (LATG)</p> <p>Valid driver's license Basic computer skills e.g. familiar with Microsoft office and related hardware</p>	<p>AS degree from an AVMA-accredited veterinary technology program and 0-1 years of full time experience in laboratory animal science or related veterinary discipline or AS degree from a non-AVMA accredited veterinary or animal science program or equivalent experience, with 1-3 years of of full time experience in laboratory animal science or related veterinary discipline</p> <p>American Association of Laboratory Science certification at the ALAT level must be obtained within 12 months of hire</p>	<p>B.S. in Animal/Veterinary Science or equivalent relevant technical experience in laboratory animal science or veterinary medicine</p> <p>0-1 year of of full time experience in laboratory animal science or related veterinary discipline</p> <p>American Association of Laboratory Science certification at the ALAT level must be obtained within 12 months of hire</p>	<p>B.S. in Animal/Veterinary Science or equivalent relevant technical experience in laboratory animal science or veterinary medicine</p> <p>1-3 years of of full time experience in laboratory animal science or related veterinary discipline</p> <p>American Association for Laboratory Animal Science as an Assistant Laboratory Animal Technologist (LATG) must be obtained within 12 months of hire</p>
<b>FLSA Status</b>	Non- Exempt	Non- Exempt	Non- Exempt	Non- Exempt	Non- Exempt	Exempt	Non- Exempt
<b>Promotional Process</b>	<b>Requisition</b>	Requisition or In-family Promotion from Animal Care Tech	Requisition or In-family Promotion from Animal Care Tech II	Requisition or In-family Promotion from Animal Care Tech III	<b>Requisition</b>	Requisition or In-family Promotion from Veterinary Technician I	Requisition or In-family Promotion from Veterinary Technician II