AUBURN
Human Resources

Asst I, Vet Lab Animal

Job Description

JOB INFORMATION

Job Code	IC15A
Job Description Title	Asst I, Vet Lab Animal
Pay Grade	VT02
Range Minimum	$31,370
33rd %	$35,030
Range Midpoint	$36,850
67th %	$38,680
Range Maximum	$42,340
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	1/19/2016

JOB FAMILY AND FUNCTION

Job Family:	Veterinary & Animal Care
Job Function:	Animal Research

JOB SUMMARY

Performs a variety of tasks related to the veterinary care of animals under the auspices of the animal resource program.

RESPONSIBILITIES

- Assists veterinarians and researchers with research related medical and surgical procedures to include examinations, surgery and sample collection.
- Collects samples for the purposes of animal research, medical care and animal health surveillance.
- Performs rounds of animal facilities for the purposes of health monitoring and post-approval monitoring of animal research activities.
- Observes and records vital data, abnormal signs, body weight, and food/water intake of animals.
- Triages animal health, behavior and welfare problems reported by animal care staff.
- Assists veterinarians with preventative and case based medical care of animals.
- Operates, maintains, repairs and cleans equipment and laboratory and animal procedural areas.
- Administers medicine, routine vaccinations and other treatments as prescribed by veterinarians.
- Inventories and maintains supplies.
- Participates in training of investigators in the areas of animal handling, sample collection and procedures.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Some college; vocational or Associate's Degree	In Animal Science or related scientific field	and	0 years of	Experience in the care and comfort of animals	

Substitutions Allowed for Education	Yes
Substitution allowed for Education: When a candidate has the required experience, but lacks the required education, they may normally apply additional relevant experience toward the education requirement, at a rate of two (2) years relevant experience per year of required education.	
Substitutions Allowed for Experience	Yes
Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting			X			
Lifting	X					
Climbing			X			
Stooping/ Kneeling/ Crouching				X		
Reaching					X	
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:
Ability to see information in print and/or electronically.