AUBURN
Human Resources

Attendant II, Support Services

Job Description

JOB INFORMATION

Job Code	ID05
Job Description Title	Attendant II, Support Services
Pay Grade	VT01
Range Minimum	$29,180
33rd %	$32,580
Range Midpoint	$34,280
67th %	$35,990
Range Maximum	$39,390
Exemption Status	Non-Exempt
Organizational use restricted to the following divisions	139 College of Veterinary Medicine
Approved Date:	11/21/2025 10:02:04 AM

JOB FAMILY AND FUNCTION

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

JOB SUMMARY

Under minimal supervision, the Support Services Attendant II provides moderately complex custodial services or related support in critical care in the animal clinic and holding facilities.

RESPONSIBILITIES

- Cleans, organizes, and disinfects all animal holding areas and sensitive areas to include critical care and isolation clean room.
- Prepares animal quarters with essential supplies and communicates with appropriate personnel supplies that need to be ordered.
- Launders, stores, and distributes all linens including sensitive areas such as Operating Room (OR) and OR locker rooms.
- Maintains exercise yard, yard equipment, and clinic grounds. Responsible for operating and upkeep of high power pressure washer and ensuring all safety protocols and procedures are followed.
- Responsible for transporting all hazardous waste containers to its designated location. Ensures all containers are properly packaged and labeled before removal from area.
- Leads, mentors, and assists with training for the Vet Teaching Hospital and temporary employees (TES).
- Responsible for maintaining oxygen and nitrogen tanks upon supervisor's absence.

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	
Ability to read and write	Reading, writing, and basic math.	and	2 years of	experience in custodial services.	

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 KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of principles and processes for providing customer and personal services.	
This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.	
The ability to exert maximum muscle force to lift, push, pull, or carry objects.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State		Upon Hire	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		100 lbs
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	

WORKING ENVIRONMENT

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

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