

## Position Description

### Position Description

Report Run Date	Aug 23 2018 3:52PM
Position Number:	02000174
Dept:	OR: TRACS - 062017
Position:	ANIMAL CARE TECHNICIAN
Approved Payroll Title Code:	9525
Approved Payroll Title:	ANIMAL TECHNICIAN
Approved MSP Salary Grade:	
Approved PSS Salary Grade:	0
<b>POSITION DETAILS</b>	
Job Summary:	<p>Under supervision, provide adequate care in an area of TRACS space that houses animals, following all regulations set forth by federal, state and university policies. Provide animal care by feeding, watering, and cleaning various animal caging and equipment used in biomedical research and teaching.</p> <p>Assess animal health by identifying and reporting all sick animals to veterinary staff. Perform rodent euthanasia. Keep animal rooms/areas clean by utilizing different agents to clean, disinfect and sanitize animal rooms. Maintain and repair animal housing equipment. Perform record-keeping and transport animals and supplies.</p>
Campus Job Scope:	
Department Specific Job Scope:	Under direction of the campus Attending Veterinarian, TRACS ensures humane care and use of animals used in teaching and research and is a leader in UC Davis' Animal Care Program. TRACS is dedicated to helping conduct animal experiments in accordance with the highest scientific and ethical principles and assisting with the advancement of scientific knowledge and the future of research goals set forth by the University of California and the UC Davis campus.
Positions Supervised:	N/A
	<p>55% ANIMAL CARE</p> <ul style="list-style-type: none"> <li>- Feed, water and clean housing area for various animals - Change cages. Exchange racks. Set up rooms with cages and racks. Sanitize and sterilize animal cages according to TRACS standard operating procedures (SOPs).</li> <li>- Follow and maintain all animals and animal housing areas according to TRACS SOPs and Institutional Animal Care and Use Committee (IACUC) Protocols, for each species and follow all federal, state and UC requirements and regulations.</li> </ul> <p>15% ANIMAL HEALTH</p> <ul style="list-style-type: none"> <li>- Identify and report all sick animals to veterinary staff. Assist in treatments and perform some technical skills. Perform rodent euthanasia. Weigh all animals that are included in quarterly schedule per TRACS SOP.</li> </ul> <p>15% ROOM/AREA SANITATION</p>

Essential Responsibilities:	<ul style="list-style-type: none"> <li>- Utilize different agents to clean, disinfect and sanitize in and around animal rooms and areas prior to receipt of animals and on a scheduled basis while on per diem. Work with sterilized cages taking all precautions to avoid cross-contamination.</li> <li>-Assist with disinfection of rooms based on contamination schedule.</li> </ul> <p>15% MAINTENANCE &amp; REPAIR; RECORDKEEPING; TRANSPORTATION OF ANIMALS, SUPPLIES AND EQUIPMENT</p> <ul style="list-style-type: none"> <li>- Repair broken racks, carts, water lines and lixits on automatic water systems. Work with tools and equipment in an industrial setting.</li> <li>- Prepare daily per diems, complete cage cards for incoming animals, feed logs and verify mill dates of feed to ensure freshness, fill out records as needed for various assurances to animal welfare regulatory agencies and Good Laboratory Practices.</li> <li>- Deliver animals, feed, cages and racks to satellites and other locations on and off campus.</li> </ul>
Physical Demands:	<p>Bend, squat, kneel, stand, reach above shoulder level, and move on hard surfaces up to 7 hours/day.</p> <p>Push, pull, and maneuver heavy objects and equipment weighing &gt; 125 lbs.</p> <p>Lift from ground level up to 50 lbs.</p> <p>Required to wear protective clothing and respirator in circumstances that require personal protection from infectious disease.</p> <p>May use protective equipment such as safety glasses, shoes, clothing, gloves, etc.</p> <p>Work in a dusty and odorous environment created by the nature of various animal species and their related needs; work with dander and hay.</p> <p>Must be willing to perform assigned duties in BioSafety Level (BSL) 1 or 2 facility where non-human primates may be either naturally or experimentally infected with potentially hazardous diseases such as HIV, SIV, or Herpes B virus.</p> <p>Position may, at times, require employee to work with or be in areas where hazardous materials and/or infectious diseases are present.</p>
Work Environment:	<p>Valid CA driver's license required. Position will participate in the Department of Motor Vehicles (DMV) Pull Notice System. Some driving of campus vehicles involved. Must take Campus Drivers Safety course.</p> <p>Position is subject to Medical Surveillance procedures and review in accordance with federal and state laws and regulations and University policy.</p> <p>Work may require weekends and holidays; flexibility to rotate as needed to all TRACS locations and other related job functions and to work under different supervisors.</p> <p>Required attendance at animal technician training classes at department's discretion.</p> <p>UC Davis is a smoke and tobacco free campus effective January 1, 2014. Smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e-cigarettes) will be strictly prohibited on any UC Davis owned or leased property, indoors and outdoors, including parking lots and residential space. Additional information and specifics regarding the policy are available at <a href="http://breathefree.ucdavis.edu/index.html">http://breathefree.ucdavis.edu/index.html</a></p>
Background Check:	Yes

QUALIFICATIONS	
Minimum Qualifications:	<ul style="list-style-type: none"> <li>-Knowledge and skill in the various species of laboratory animals used in academic or pharmaceutical research, and the care and welfare of laboratory research animals.</li> <li>-Knowledge and experience with animal care including feeding, watering, caging, and space requirements.</li> <li>-Knowledge of "Guide for Care and Use of Laboratory Animals."</li> <li>-Knowledge and skill to understand the physical, behavioral and environmental requirements of individual species, and to recognize common medical problems in laboratory animals</li> </ul>
Preferred Qualifications for Selection:	<ul style="list-style-type: none"> <li>-Experience to recognize sick animals, report condition to veterinary staff, and to assist with treatment and/or perform rodent euthanasia.</li> <li>-Experience caring for non-human primates in a biomedical research environment.</li> <li>-Knowledge and skill to understand systems, policies, procedures, guidelines, and regulations that govern and guide TRACS Husbandry as set forth by federal, state, and university policies.</li> <li>-Basic computer skills to use email and log into various UC Davis software systems.</li> <li>-Knowledge of medical terminology.</li> <li>-Knowledge of and ability to use a variety of small hand tools for repairing equipment.</li> <li>- Skill to follow instructions and maintain legible records for permanent status.</li> <li>-AALAS certification at the ALAT level or higher</li> <li>-Interpersonal and communications skills to communicate effectively in verbal and written form.</li> </ul>

SIGNATURES

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**Employee**  
 I have read this position description and understand its contents.

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Supervisor**  
 This position description accurately describes the essential responsibilities assigned to this position..

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Department Head**  
 This position description accurately describes the essential responsibilities assigned to this position..

\_\_\_\_\_  
**Date**