

Level IV Laboratory Animal Science - Supervisor

BASIC SUMMARY:

Take responsibility for and provide daily oversight for the operations of the animal facility and ensure compliance with standard operating procedures, recruit, hire, train and manage performance of the animal care staff and provide career development opportunities, assist research investigators, veterinarians and management staff

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide oversight for and assist in performance of, as necessary, all tasks and duties described for Level I, Level II and Level III
- Review, comprehend and comply with all standard operating procedures pertaining to specific operational areas and duties
- Recruit, hire, supervise, schedule, train and manage performance of animal care staff
- Provide career development opportunities for the animal care staff
- Plan and coordinate daily room assignments and schedules
- Monitor compliance with applicable animal welfare regulations, policies and guidelines and standard operating procedures
- Assist the veterinarian, technologist and research investigators with medical treatments and technical services
- Assist in planning, implementation and conduct of formal on-the-job training programs for the animal care staff and research investigators
- Write and review standard operating procedures and ensure animal facility and research investigator compliance with procedures
- Inspect and provide daily oversight of animals, equipment, supplies and related service areas of the animal facility
- Monitor, maintain and provide minor repairs for equipment. Ensure all preventive maintenance services for facility equipment is performed according to required schedules
- Submit work orders for equipment and facilities repairs as needed
- Frequently communicate with and resolve problems that arise with research investigators and animal care staff and ensure that research project requirements are met
- Monitor animal receipt, housing, and entry of animal census data
- Coordinate collection of monthly census data to ensure accurate billing to researcher investigators, as applicable
- Perform inventory of supplies (e.g. food, bedding, waste bags) and order supplies as needed or convey supply needs to administrative office
- Plan, develop and complete special projects for the management staff
- Perform other duties as assigned

QUALIFICATIONS:

- **Education:** Bachelors or Associates degree preferred, high school diploma or general equivalency diploma (GED) required.
- **Experience and Certification/Licensure:** At least 5 years of relevant laboratory animal science experience preferred, AALAS LATg certification preferred, more years of relevant experience with AALAS LAT or ALAT certification, additional AALAS certification required as applicable after hire

Annual Salary Range*			
Level IV	Minimum	Mean	Maximum
Non-AALAS Certified	\$43,775	\$50,031	\$57,930
AALAS-Certified	\$37,368	\$47,802	\$51,477

*Salary and benefits information obtained from "Laboratory Animal Facility Compensation Survey 2008," New England region, copyright 2008. Benefits typically include medical, vision, dental, disability and life insurance; savings or retirement plan; and continuing education.

EMPLOYMENT: Colleges, universities, medical & dental schools, veterinary schools, research hospitals, research institutes, biotechnology firms, pharmaceutical firms, medical device firms, contract research organizations, government agencies