

Animal Resources Supervisor

The Department of Veterinary Medicine & Surgery at the UT M. D. Anderson Cancer Center has two openings for Animal Resources Supervisor in the North Campus animal facility, one for large animal and one for SPF rodents.

KEY FUNCTIONS

- Staff Supervision:** Supervise, train, monitor and evaluate assigned personnel to maintain AAALAC standards in animal housing rooms and support areas. Make recommendations to the Senior Supervisor and Associate Director, Animal Facilities, for hire, merit increases, and promotions. Initiate disciplinary actions. Assures all users of the animal facility follow departmental policies and procedures. Reviews animal protocols, purchase and maintenance requests. Make recommendations on housing space assignments.
- Work Direction:** Plan work schedules and distributes workload. Schedules cage, rack, room cleaning and other personnel duties using Viewport. Perform health and facility observations routinely to insure animal care personnel are performing as they should. May perform periodic procedures and treatments. Performs the job duties of all subordinates when there is a lack of available personnel. Perform or supervise specialized decontamination procedures of equipment and supplies into or out of the facility. Supervise or assist in the transport of animals may be required to drive departmental vehicles.
- Documentation:** Runs reports in Viewport to insure that personnel are completing assigned tasks. May use Watchdog to assign PIN numbers and run reports on subordinates and research staff. Prepare, assemble, compile and maintain animal and equipment inventory and various other statistics in an organized manner for reporting, accounting, and billing purposes. Maintain Quality Assurance program. Maintains Kronos time for assigned staff.
- Facility & Room Care:** Monitors assigned rooms for daily observation of animal health and room environment by staff. Reports any general health problems and/or animal deaths, major changes in normal room conditions, or facility malfunctions to the Senior Supervisor. Ensures that quality assurance procedures, such as RODAC tests, are completed and results obtained.
- Regulatory Compliance:** Participates in compliance functions such as IACUC inspections, USDA inspections, and AAALAC site visits. Train, monitor and supervise research staff on facility, departmental and institutional procedures and rules that involve the use of animals.
- Other duties as assigned.**

EDUCATION

Required: Bachelor's degree in a biological science.

Preferred: Bachelor's degree in biomedical or animal science.

LICENSE/CERTIFICATION

Required: AALAS LAT Certification within 180 days of eligibility.

Preferred: AALAS LATG Certification.

EXPERIENCE

Required: With required degree, no experience required. May substitute required education degree with additional years of equivalent experience on a one to one basis with one year of supervisory/team lead experience in animal care.

Interested candidates may send resume to Tom Rodriguez, torodrig@mdanderson.org, or Tamika Collins, tdcollins@mdanderson.org, and are encouraged to apply online at <http://www.mdanderson.org/careers/career-opportunities/index.html>. Please note that these positions are not posted individually. You should apply using the "Research Support – Animal Care" job family, <http://sh.webhire.com/servlet/av/jd?ai=700&ji=2446148&sn=1>.