

# Animal Resources Supervisor III Position

The University of Texas at San Antonio is a rapidly growing research community, which is moving toward AAALAC accreditation and tier one status. The institution is therefore looking for a highly motivated person to fill the position of Animal Resources Supervisor III within the Laboratory Animal Resources Center (LARC).

## Minimum Requirements

- Experience using a personal computer and standard office equipment.
- Associates degree from an accredited institution
- Laboratory Animal Technician (LAT) certification from the American Association of Laboratory Animal Sciences OR the ability to obtain this certification within 5 months of hire. Certification as a Laboratory Animal Technologist (LATG) level within 9 months of LAT certification. If selected candidate has LAT upon hire, certification as a Laboratory Animal Technologist (LATG) level within 12 months of hire.
- Four years of experience in an animal resources facility, including two years in a supervisory capacity.
- Strong communication skills.
- Valid TX Driver License and clean driving record.

## Summary of Duties

- Responsible for maintaining a sound animal colony management program.
- Provides technical services and training to faculty, students, and staff.
- Procures supplies and equipment.
- Administers environmental monitoring.
- Responsible for facility equipment management and planning; and compiling animal use and per diem charges.
- Prepares monthly report of animal maintenance charges for investigators; conducts counseling and guidance sessions with subordinates; and preparation of quarterly personnel evaluations; recommends subordinates for merit increases and promotions.
- Assists investigators and veterinary staff in technical procedures related to clinical and/or surgical needs.
- Prepares and coordinates staff work schedules and assignments.
- Trains all husbandry staff on SOPs, forms, cards, guidelines and signs related to animal care in the facilities.
- Prepare presentations and reports as needed.
- Maintains timely communication (verbal, email, etc.) with researchers, facility personnel, LARC staff and other UTSA departments as appropriate.
- Perform all other related duties as assigned.

If you would like to be considered for this position, you must submit an application by going to the UTSA HR website at <https://www.utsajobs.com>.

- Create an application on-line
- On the left side of the screen click on "Search Staff Posting."
- On the Position title pull down menu select "Animal Resources Supervisor III" and click Search.
- Apply.

**POSITION CLOSING DATE: Open Until Filled.**

This is a security sensitive position. Employment is contingent upon a successful background check. UTSA is an Equal Employment Opportunity Employer. Minorities and women are encouraged to apply. Beginning salary commensurate with experience. Salary range \$34,380 - \$56,724.

Please feel free to contact the LARC with any questions.

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