

**UNIVERSITY OF SOUTHERN CALIFORNIA**

**Animal Laboratory Technician I**

**Job Code: 185707**

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**Grade:** E  
**OT Eligible:** Yes  
**Comp Approval:** 7/1/2004

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**JOB SUMMARY:**

Provides routine and technical care to animals for experimental use under direct supervision.

**JOB ACCOUNTABILITIES:**

**\*E/M/NA   % TIME**

- \_\_\_\_\_      \_\_\_\_\_ Ensures that animals are provided care in accordance with state and federal regulations to promote physical and psychological well-being and minimize discomfort.
  - \_\_\_\_\_      \_\_\_\_\_ Maintains cleanliness and organization of cages, equipment, surgical and storage facilities. Maintains storeroom supplies. Performs routine cleaning of animal lodging facilities. Maintains computerized animal identification records; prepares medical histories on animals.
  - \_\_\_\_\_      \_\_\_\_\_ Prepares and distributes food and water; prepares special diet plans. Exercises larger animals confined to small cages. Treats animals for external and internal parasites. Isolates sick animals and notifies veterinarian; disposes of dead animals.
  - \_\_\_\_\_      \_\_\_\_\_ Collects and processes diagnostic samples. Administers drugs and other treatments. Assists Veterinarians and Principal Investigators with handling animals during procedures.
- Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

**\*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.**

**EMERGENCY RESPONSE/RECOVERY:**

Essential:  No  
 Yes In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

**JOB QUALIFICATIONS:**

**Minimum Education:**

High School or equivalent  
Combined experience/education as substitute for minimum education

**Minimum Experience:**

1 Year

Combined education/experience as substitute for minimum experience

**Minimum Field of Expertise:**

Completion of training for Assistant ALT Certification

**Preferred Education:**

Associate's Degree

**Preferred Experience:**

2 Years

**Preferred Field of Expertise:**

Assistant ALT Certification with experience in a veterinary hospital kennel or animal research laboratory

**Skills: Laboratory:**

Animal Handling

**Skills: Machine:**

Personal Computer

**SIGNATURES:**

**Employee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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