



Animal Care Technician I Job Description

2/14/24

General Summary:

Under the direction of the Animal Facilities Manager, is responsible for the day-to-day operation of the autoclaves, tunnel washers, rack washers and bottle filling stations located within the animal facilities. Also responsible for the daily cleaning, sanitizing, and preventative maintenance of the work area and equipment. Trained and able to perform animal welfare checks, process animal moves, clean cages, and other husbandry duties. Works closely with husbandry staff and Manager to determine the priority and quantity of required supplies. Maintain and uphold a professional work ethic in conjunction with fellow co-workers. Work weekends and holidays on a rotational basis, as well as overtime as needed.

Organizational Dimensions:

Reports directly to the Supervisor or Animal Facilities Manager. At times, may receive additional direction from the Attending Veterinarian or senior Animal Care Technicians.

Works as a team with fellow Animal Care Technicians. Occasionally works with members of the maintenance staff to prevent/resolve equipment malfunction. Interacts with Research Staff, Post Docs, Investigators, MPSS, Veterinary Services, Environmental Services, and outside vendors with professionalism and cooperation.

Duties and Responsibilities:

1. Operation of autoclaves: load, unload, clean, record keeping. Empty and scrape autoclaved cages.
2. Operation of tunnel washer Dirty end: dump dirty cages and water bottles, feed them into tunnel washer, and load dirty racks into the rack washer.
3. Operation of tunnel washer Clean end: remove and reassemble clean cages and water bins from the tunnel. Remove clean racks, carts and other equipment from the rack washer.
4. Operation of the bottle filling station: test Ph of water, fill bottles, and work in and maintain a Biological Safety Cabinet.
5. Daily monitoring and record keeping of equipment: Test performance of autoclaves, tunnel/rack washer, and water filling station on a daily basis using temperature tapes, biological indicators, autoclave tape, and Ph reader.
6. Perform animal husbandry duties such as cleaning cages, identifying sick or injured animals, veterinary treatments, weaning animals, and maintaining clean and organized rooms.
7. Work weekends and holidays on a rotational basis, as well as overtime as needed.

8. Perform animal welfare checks, proper room check documentation, use of BSC, and handling of cages, animals, and supplies.
9. Report any deficiencies/malfunctions/emergencies to immediate supervisor or designee ASAP.
10. Transport equipment and supplies
11. Humanly euthanize animals as needed.
12. Responsible for proper handling of regulated medical waste generated by animal facilities.
13. May be trained to perform advance decontamination techniques such as the Hydrogen Peroxide Vapor Decontamination Process
14. Maintain detailed and accurate computerized and paper records for machine operations, animal census, and facilities activities.

Minimum Qualifications:

1. High School Diploma or G.E.D.
2. Valid Drivers license.
3. Ability to lift in excess of 50lbs.
4. Computer knowledge (Microsoft Office programs).
5. Pass security clearance and background check required for access to restricted area(s).
6. Ability to follow established Standard Operating Procedures (SOPs).
7. Ability to push/pull carts on wheels weighing 800bs or more.
8. Ability to wear appropriate PPE such as safety glasses, ear protection, facemasks for 7+ hours.
9. Ability to work independently and as part of a team.
10. Must be able to withstand long periods (7+ hours) of standing, walking, bending, and/or stooping and reaching and regular discomforts dealing with unpleasant fumes, odors, high temperatures, humidity, and chemical substances.
- 11. Must qualify for use of respiratory protection (N95 masks and PAPR)**
- 12. Must maintain continual high vaccination status as needed for work with specialized species.**

Starting Hourly Rate: \$17.95

To apply and for further questions, please email kstanton@trudeauinstitute.org