JOB DESCRIPTION
The UNIVERSITY of OKLAHOMA

Animal Laboratory Technician

Job Code: 6871

Salary Grade: S05

FLSA Status: Non-Exempt

Job Family: Research

The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.

Job Responsibilities

Responsible for providing daily care and husbandry to research animals in accordance with established protocols, regulatory requirements, and institutional policies. This position ensures the health, well-being, and proper housing of animals by performing routine husbandry tasks, maintaining clean and sanitary facilities, and monitoring animal conditions.

- Provide daily animal care, including feeding, watering, and cleaning or changing cages.
- Observe animals for signs of illness or abnormal behavior and report findings to designated personnel.
- Transfer animals from soiled to clean enclosures while maintaining individual animal identification.
- Perform routine facility and equipment sanitation to maintain a clean and safe environment.
- Operate industrial cage washing and sanitizing equipment, including preparation for start-up and shutdown.
- Ensure all cages, equipment, and supplies are clean, functional, and properly maintained; report any issues to designated personnel.
- Follow all safety procedures and seek guidance when work deviates from standard practices to ensure compliance with institutional policies.
- Stock supplies, bedding, and personal protective equipment (PPE) for general use.
- Accurately document environmental conditions, animal observations, and tasks completed.
- Performs various duties as needed to successfully fulfill the function of the position.

Minimum Requirements

Education:

- High School Diploma or GED.

Experience:

- No experience required.

Required Certifications or Licenses:

- Valid Oklahoma Driver's License or the ability to obtain within 30 days of hire.

Verification of education and licensure (if applicable) will be required if selected for hire.

Knowledge, Skills, and Abilities

- Knowledge of applicable federal, state, and institutional requirements, regulations, and laws related to animal care and research.
- Ability to communicate effectively, both verbally and in writing.
- Ability to work independently and collaboratively as part of a team.
- Ability to identify and address issues or deficiencies and implement effective solutions.
- Ability to safely handle, restrain, and care for a variety of animal species.
- Ability to work a flexible schedule, including weekends and holidays, as required to meet operational needs.
- Knowledge of animal husbandry practices, including feeding, handling, restraint, and sanitation procedures.
- Ability to follow detailed written and verbal instructions, standard operating procedures (SOPs), and safety protocols.
- Ability to maintain accurate records of animal care activities, environmental conditions, and facility operations.

Working Conditions

Physical:
Standing for prolonged periods. Lift up to 30 pounds on a regular basis. Requires standing, walking, bending, and lifting or moving cages, equipment, and supplies weighing up to 50 pounds.

Environmental:
Works in an animal facility. Handling all types of animals which may bite and scratch.

Regular exposure to animals, animal dander, and waste materials.
May involve working in warm, humid, or odorous conditions due to animal housing and sanitation processes.
Requires use of personal protective equipment (PPE) such as gloves, masks, gowns, and eye protection.
Exposure to cleaning agents, disinfectants, and noise

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