

Assistant Facility Manager, Lab Animal Facilities  
University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=251109>

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Posted Jan. 7, 2025, set to expire Aug. 4, 2025

<b>Job Title</b>	Assistant Facility Manager, Lab Animal Facilities
<b>Department</b>	Animal Facilities
<b>Institution</b>	University at Buffalo, The State University of New York Buffalo, New York
<b>Date Posted</b>	Jan. 7, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Associate/Assistant Director
<b>Academic Field(s)</b>	Facilities/Maintenance/Transportation
<b>Job Website</b>	<a href="https://www.ubjobs.buffalo.edu/postings/55039">https://www.ubjobs.buffalo.edu/postings/55039</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Position Summary

The [Laboratory Animal Facility](#) (LAF) at the State University of New York at Buffalo is seeking applicants for the position of **Assistant Facility Manager**. LAF supports multi-disciplinary biomedical research in 7 AAALAC accredited facilities, on three campuses, and houses a wide variety of species both large/farm animal and small. The program includes Barrier/HLB rodent units as well as both ABSL-2 and ABSL-3 facilities. The Assistant Facility Manager will report to the Facility Manager and supervise a group of animal care staff.

### Job Duties/Responsibilities:

- Required to be on call for one week and a weekend each month, as well as alternating holidays

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and vacation coverage.

- Willing to participate in the Occupational Health Program to an ABSL3 Level.
- Responsible for knowing all federal and state regulatory agencies (USDA-AWA, AAALAC (The Guide), OLAW-PHS Policy, DOH) as they pertain to animal husbandry and reporting any deficiencies or non-compliance.
- Liaise with outside contract services or Physical Plant as it relates to facility or equipment repair or maintenance.
- Assists Facility Manager with policy development (SOP), regulatory compliance, employee recruitment (Search Committee member), and facility infrastructure improvements.
- Responsible for the recruitment, supervision, and discipline of husbandry staff. Approves vacation, time sheets, and performs annual Performance Evaluations.
- Prepares weekend and holiday schedules for husbandry staff.
- Assists Facility Manager with space planning, equipment, and supplies for research activities required by Faculty projects
- Responsible for the sanitation process of caging, equipment, and animal rooms, including management of cage wash area.
- Responsible for monitoring animal husbandry record keeping and animal inventory procedures for accuracy and completeness.
- Supervises operation of Biosafety Suite, HLB facility and ABSL3 Facility. Ensures sanitation and decontamination programs are in compliance with SOPs.
- Responsible for organizing annual equipment certification such as: fume hoods, biological safety cabinets and autoclaves.
- Ensures the husbandry of animals is conducted in accordance to SOPs; reviews room logs, conducts on site inspections.
- Performs cage changing, room cleaning, and room checks as required.
- Promotes positive interpersonal relationships between animal care personnel and the researchers.

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- Our [benefits](#), where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the [University at Buffalo community](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our

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commitment, welcomes all to apply including veterans and individuals with disabilities.

### **Minimum Qualifications**

- Bachelor's degree with 2 years of experience working in a lab animal facility
- Willingness to pursue American Association for Laboratory Animal Science (AALAS) Certification at LATg level
- An equivalent combination of education and experience will be considered

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**

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