 **CMP Technical Services Specialist I Standard Job Description**

**Classification Title:** CMP Technical Services Specialist I

**FLSA Exemption Status:** Non-exempt

**Pay Grade:** 6

**Minimum Pay:** $20.04

**Job Description Summary:**

The CMP Technical Services Specialist I, under general supervision, assists with research, husbandry, and veterinary needs and activities.

**Essential Duties and Tasks:**

**40%: CMP Assistance**

* Assists with animal health treatments and maintaining associated clinical health records.
* Assists with the daily care of breeding colonies, selection of new breeders, and maintaining breeding records.
* Places orders for and receives new laboratory animals and coordinates research animal transfers.
* Provides technical assistance for polyclonal and monoclonal antibody production.
* Assists in staff training activities.
* Assists with preventative medicine program submissions of live/dead animals, tissue samples, and cell culture specimens.
* Assists with quarantine management.

**20%: Para-Veterinary**

* Performs para-veterinary health care procedures.
* Assists with surgical and post-surgical monitoring and care assistance procedures.

**20%: CMP Support**

* Assists with quality control testing for systems, material, and space sanitation.
* Provides maintenance of Rodent Health Surveillance (RHS) program.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Qualifications**

**Required Education:**

* Associates Degree or equivalent combination of education and experience.

**Required Experience:**

* Two years of progressively responsible experience in a biomedical research environment with a strong emphasis on animal health.

**Required Licenses and Certifications:**

* None.

**Required Knowledge, Skills, and Abilities:**

* Knowledge of animal care and safety processes.
* Ability to multitask and work cooperatively with others.
* Excellent written communication, analytical, interpersonal, and organizational skills.

**Additional Information**

**Machines or equipment used in the performance of essential duties:**

* None.

**Physical Requirements:**

* None.

**Other Requirements and Factors:**

* This position is security sensitive.
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures.
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**