Downloaded from <https://www.velvetjobs.com/job-descriptions/group-supervisor>

# Example of Group Supervisor Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of group supervisor. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for group supervisor

* Monthly, weekly and daily report creation and submission to customers, head office, and other areas within the bank
* Assist department management in addressing unique and difficult animal care and welfare issues
* Oversee the basic day to day care of laboratory animals, group housing facilities, and animal environments
* Inspect the animal facilities and animal group housing environments to ensure that they meet acceptable standards
* Evaluate animal environments for compliance with husbandry and animal care standards as set forth by AAALAC, USDA, company SOP’s, and other relevant agencies
* Perform daily quality assurance duties for animal welfare and husbandry, report findings to department management, and communicate animal welfare issues to team members as appropriate
* Administer, review, and recommend possible improvements in animal welfare or husbandry programs, projects, and/or processes as assigned
* Manage scheduling, coordination and prioritization of required activities
* Participate in team meetings and provide feedback to staff
* Observe animals for possible illness or behavioral abnormalities

## Qualifications for group supervisor

* Good understanding of compliance and AML and payment rules is key
* A thorough knowledge of treasury products, confirmation and money transfer processing is required
* Leader both internally and externally
* Work closely with technical staff to complete pre-study and/or protocol requirements
* Ensure availability of equipment for essential animal care
* Administer and monitor the administration of TB tests on animals