



Example of Department Supervisor Job Description

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Our company is growing rapidly and is looking for a department supervisor. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for department supervisor

- Prod IT support projects, as assigned by department director
- DASH projects support, as assigned by department director
- General client support and communication
- Department maintenance
- Administer and maintain employee training appropriate for Enrichment Dept
- Manage adherence to physiological well-being plan in all animal housing area
- Assist in ordering EE supplies to include but not limited to (produce, EE toys, barrels, rotational sensory enrichment items, equipment, and hardware)
- Oversee social housing for animals and work to reduce single housed animals on the site
- Participate in client and regulatory visits as assigned
- Conduct behavioral assessments and develop treatment plans for animals with signs of physiological distress (such as but not limited to alopecia, stereotypy, SIB, and poor acclimation)

Qualifications for department supervisor

- Demonstrated competence in a breadth of art styles
- A minimum of 8 years' of leadership experience in the game development / film / animation industry or equivalent work experience
- Successful track record in developing and leading teams of more than 10 people (both internally and remotely)
- Confident using Photoshop, Painter, Maya, 3ds Max, After Effects, Nuke
- Strong general background in post-production and file management

