



**Position Title:** Epidemiology Disease Surveillance Team Lead  
**State Classification/Title/Salary Group:** 1574 / Program Specialist V / B21  
**Monthly Salary:** \$5,000 - \$6,100 per month, plus benefits  
**Position Location:** Central Office – 2105 Kramer Lane, Austin, Texas  
**FLSA Status:** Exempt  
**Job Requisition:** 00052970 **Closing Date:** October 3, 2025

*Veterans, Reservist or Guardsmen with an MOS or additional duties that fall in the fields related to the minimum requirements may meet the minimum qualifications for this position and are highly encouraged to apply. Additional Military Crosswalk information can be accessed at: [Texas State Auditor's Office - Job Descriptions](#)*

**General Description:**

The Epidemiology Disease Surveillance (EDS) Team Lead performs advanced (senior level) consultative, technical and analytical assistance for data management and the analysis of agency veterinary disease surveillance and response programs (bovine tuberculosis, brucellosis, equine infectious anemia, equine piroplasmosis, pseudorabies virus, chronic wasting disease, scrapie, foreign pests, and others). This position reports to the State Epidemiologist conducting work that involves planning, developing, collecting, organizing, and analyzing epidemiology data and datasets; preparing disease testing summaries, dashboards, and reports; responding to and documenting disease detections and resulting animal tracing; developing policies and procedures for data management and quality control; and providing consultative services and technical assistance to program staff, government agencies, community organizations, and the public. Provides guidance to others within the department, working under limited supervision, with moderate latitude for the use of initiative and independent judgment. May handle confidential and sensitive information.

**Essential Job Functions:**

- Serves as Team Lead for the Epidemiology Disease Surveillance team assigning tasks, setting priorities, and monitoring projects and task progress for team members, including addressing any issues that arise.
- Works with the region offices, Program Records, and TAHC Epidemiologists on response to disease detection and animal movement tracing appropriate for the disease program indicated (tuberculosis, brucellosis, cattle fever tick, vesicular stomatitis virus, or other).
- Coordinates with regional and Veterinary Epidemiology staff on the planning, development, and implementation of the regional disease surveillance program records and responses.
- Studies, analyzes, and monitors surveillance data in relation to program goals and provides input to the State Epidemiologist and State Veterinarian.
- Develops and maintains electronic databases and/or dashboards for storage and analysis of state and regional animal program disease surveillance data.
- Assists the State Epidemiologist with generating and maintaining regular animal testing and disease surveillance summarization reports.
- Supports Epidemiology department during response to potential Foreign Animal Disease or emerging animal disease investigations as deemed necessary by the State Veterinarian or Assistant State Veterinarian.
- Collaborates with veterinary regulatory testing laboratories, including Texas A&M Veterinary Medical Diagnostic Laboratory and National Veterinary Service Laboratories, on the collection and tracking of accession, regulatory form, and testing data, including notification of suspect or positive test results.



- Coordinates and collaborates with Epidemiology, Texas Authorized Personnel Program (TAPP), regional offices, and Program Records staff in planning, developing, implementing, analyzing, and documenting veterinary regulatory testing surveillance program(s).
- Assists with Data Entry Accuracy Monitoring by verifying data entered by operators into program databases and working with Program Records Team Lead or Epidemiology Specialist V, as appropriate, for correction.
- Works in Program Records department as assigned to provide liaison coverage as needed. Coordinates Epidemiology Department/Program Records Department cross training with the Program Records Team Lead.
- Works with TAPP outreach and compliance and USDA APHIS Veterinary Services, as appropriate, on the monitoring and improvement of regulatory form completion and submission by TAPP veterinarians.
- Provides advice and guidance to team members by interpreting policies, procedures, rules, and regulations.
- Maintains and archives records and files for relevant agency programs and follows applicable retention policies.
- Participates in the development and preparation of training materials, conference displays, newsletters, and special publications.
- Assists with emergency management activities, as needed.
- Performs other related duties as assigned.

**Minimum Qualifications:**

- Master's Degree in Public Health, Veterinary Epidemiology, Biostatistics, Statistics or related field or equivalent certification in Public Health (CPH) by National Board of Public Health Examiners.
- Graduation from an accredited four-year college or university with major course work in animal science, veterinary medicine, or agricultural field of study.
- Three (3) years' experience in the field of biostatistics, epidemiology, veterinary disease surveillance, and/or veterinary regulatory/foreign animal disease control and prevention.

**Preferred Qualifications:**

- Two (2) years' experience in the creation and/or management of diagnostic testing or disease epidemiology analysis systems and/or dashboards
- Two (2) years' experience as a team leader.
- Experience in animal science, veterinary disease control, or veterinary diagnostics.

*Experience and education may be substituted for one another on a year for year basis*

**Knowledge, Skills and Abilities:** Knowledge of using statistical analysis tools such as SPSS, JMP, or comparable programs to analyze multiple complex databases. Must have exceptional skills in written and verbal communication and the ability to interact effectively with staff and associates at all levels. Intermediate level skill in using Microsoft Office Suite (word processing, spreadsheet, and analytic platform applications). Basic exposure to GIS mapping software and SQL database platforms. Skill in using personal computer word processing and spreadsheet software applications and performing numeric calculations. Ability to handle high-level programmatic issues; to analyze and solve work-related problems; to communicate effectively; and to provide guidance to others. Must be detail-oriented with excellent organizational and time management skills. Ability to serve as a lead worker providing directions to others.

**IMPORTANT: The TAHC is an emergency response agency.** This position plays a key role in the agency's emergency management activities. As a first responder, this position is subject to participate in rotating temporary duty assignments away from the regular designated headquarters for up to two weeks at a time. This duty may involve working in adverse conditions; may require irregular working hours and overtime; and, may include duties other than those specified in the standard position description.



**Other Requirements:** Must have a valid Texas driver's license and safe driving record. Employment of selected candidate is contingent upon the receipt of an acceptable criminal background check and an acceptable moving violation record from the Texas Department of Public Safety. Must have reliable transportation. Mileage reimbursed at current allowance rate.

At time of hire, selected applicants must show proof of eligibility to work in the U.S. in compliance with the Immigration Reform and Control Act. Proof of eligibility to work in the U.S. will be confirmed using E-Verify. All males who are age 18 through 25 and required to register with the Selective Service must present proof of registration or exemption from registration upon hire.

**How to Apply:** To submit your application for employment, click on CAPPS Job Search, then select Apply Online. Create and/or Login to your on-line applicant profile and electronically submit your State of Texas Application for Employment. All applications must contain complete work experience, including job title, dates, employer, supervisor's contact information and a description of duties performed. If this information is not submitted, your application may be rejected and considered incomplete. Resumes do not take the place of this required information, however, may serve as supplemental information.

[CAPPS JOB SEARCH](#)

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*The Texas Animal Health Commission is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, sexual orientation or disability in employment or in the provision of services. In compliance with the Americans with Disabilities Act, any requests for reasonable accommodation needed during the application process should be communicated by the applicant to our Human Resources Department (512) 719-0700. For a telecommunications relay service for the hearing impaired, please dial 711.*