

SOCIETY FOR THE IMPROVEMENT OF CONDITIONS FOR STRAY ANIMALS

Job Description

Job Title: Registered Veterinary Technician
Department: Veterinary Clinic
FLSA Status: Non Exempt FT
Reports To: Staff Veterinarian

General Scope:

The Veterinary Technician will assist the veterinarians as needed both in surgery and with shelter medicine responsibilities, as well as ensure that the clinic facility and equipment are clean and in good working order. Additionally, he or she will monitor the health of animals in the shelter, provide care and treatment to sick and injured animals, and prepare animals for veterinary care and spay/neuter surgery.

Essential Function/Major Responsibilities:

- Daily, thorough cleaning of clinic including equipment, cages, floors, dishes, bedding, etc.
- Monitoring the health of the animals on an ongoing basis and rapidly identifying any health problems or conditions and immediately reporting them to the veterinarian.
- Providing treatment and care for animals including vaccination, examination, performance of medical treatments (i.e. bandaging, nail clipping, ear cleaning etc.), medicating and euthanasia as needed.
- Performing injectable and inhalant anesthesia for spay/neuter procedures.
- Monitoring pre-and post-surgery animals for any difficulty with anesthesia.
- Performing laboratory tests including fecals and blood draws.
- Maintaining patient records by accurately recording physical exam findings, treatments, and test results in an electronic records system (PetPoint).
- Admitting and releasing animals who are part of a public spay/neuter program in a responsive, courteous, and tactful manner.
- Maintaining an inventory of medications and ordering drugs and treatment supplies.
- Treating all animals humanely, properly, and with compassion at all times, regardless of the situation or circumstance.
- Maintaining a friendly demeanor and providing good customer service while working with fosters and volunteers.
- Working courteously and cooperatively with other staff members.
- Filling in for other areas and performing other tasks/functions as needed, including helping with phone calls and scheduling as well as occasionally working at special events.

Specific Job Skills:

- Must be a Licensed Veterinary Technician in Ohio.
- Experience and comfort in caring for and handling animals in a safe, effective, and humane manner, especially animals of unknown disposition and those who may exhibit medical and other problems, as well as aggressive tendencies.

- Knowledge of contemporary clinic and shelter maintenance techniques and accepted sanitary practices.
- Familiarity with animals, knowledge of animal behavior, and familiarity with symptoms of diseases common to dogs and cats.
- Knowledge of preventive, diagnostic, and therapeutic veterinary treatment of domestic animals.
- Good interpersonal skills, communication, customer service, and time management skills essential.
- Ability and initiative, working with minimal supervision and direction.
- Maturity, good judgment, and a professional personal appearance.
- Attention to detail.
- Able to work in the busy, demanding environment of an animal adoption center and veterinary clinic, including the ability to work with volunteers and fosters.
- Ability to read, write and understand English required.
- Ability to identify problems or patient conditions (medical and behavioral) that need to be brought to the attention of the immediate supervisor.
- Treat people and animals with respect, contribute to effective teamwork, and foster public relations beneficial to the shelter and its programs.
- Experience volunteering or working with a rescue group, humane society, foster care involvement, or other animal welfare agency are a plus.
- Availability and a willingness to work a flexible schedule are a plus.

Physical Requirements:

- Physical ability to walk and/or stand on your feet throughout a normal workday required.
- Physical ability to engage in repetitive motions of legs, arms, and hands
- Physical ability to move animals and goods.
- Physical ability to restrain dogs and cats.
- Physical ability to push up to 150 pounds and carry up to 50 pounds regularly throughout a normal workday required
- Allergic conditions, which would be aggravated when handling or working with animals may be a disqualification.
- Working conditions include working alone, working outside in varying weather conditions, frequent interruptions, and some evening hours.

Educational Requirements:

- Must be a Licensed Veterinary Technician in Ohio.
- Previous experience in an animal shelter or veterinary environment preferred.