

Job Title: Registered Veterinary Technician

Department: Veterinary Services

Reports To: Supervised by Veterinary Services Manager in partnership with veterinarians, supervises assigned volunteers

Classification: Full time, hourly, non-exempt, non-seasonal

SUMMARY

Primary technician for Columbus Humane's veterinary medical and surgical department. Provides support to Staff Veterinarians and Cruelty Investigations Department as necessary to ensure high quality of veterinary services for animals in Columbus Humane's care.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Primary responsibility for assisting with surgery, dentistry, and preventative medical care for resident animals as well as those served through Columbus Humane's foster care program including diagnostics. Includes conducting assessments of overall animal health in consideration of adoption and placement.
- Assist with emergency medicine, particularly as related to animals served through Cruelty Investigations Department including assisting Cruelty Investigation Officers in the field as needed.
- Works extensively with The Ohio State University College of Veterinary Medicine faculty and students.
- Monitors and reports changes or concerns in animal health or behavior to Staff Veterinarians, and/or Animal Care Manager as necessary.
- Cleans, sanitizes and disinfects animal living environments as necessary.
- Follows proper safety protocols for people and animals and sets a high standard for quality animal handling.
- Administers vaccinations and treatments for healthy, sick, and injured animals as necessary.
- Assists the Animal Care Manager in supervising volunteers in order to maintain a clean, safe work environment and the humane treatment of animals.
- Participates in the process of euthanasia including candidate selection and implementation as necessary.
- Actively supports staff and volunteers and promotes the development of skills related to the advancement of our goals and mission. Represents Columbus Humane in a professional and courteous manner at all times. Provides quality service to customers, volunteers, and staff recognizing their individual contribution to the success of our organization.
- Assists with pharmaceutical inventory management, monitoring, ordering, and control as necessary.

- Performs other duties and special projects as assigned by the Veterinary Services Manager.

SUPERVISORY RESPONSIBILITIES

N/A.

QUALIFICATIONS

Must be a registered Veterinary Technician with demonstrated experience in animal care and handling. No allergies to animals.

EDUCATION and/or EXPERIENCE

Must be a registered Veterinary Technician with demonstrated experience in animal care and handling. Experience with Microsoft Office and PetPoint software a plus.

LANGUAGE SKILLS

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from clients, regulatory agencies, or members of the business community.

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations such as drug calculations and dilutions. Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Must possess a valid Ohio Driver's License and insurable driving record. Must possess a current and valid Ohio Registered Veterinary Technician License.

PHYSICAL DEMANDS

Must be able to lift up to 50 pounds with reasonable accommodation. Position includes frequent bending and stretching as well as standing for long periods of time.

WORK ENVIRONMENT

Work is performed in a normal shelter setting including exposure to hazardous chemicals and potential of exposure to parasites and infectious diseases that can be carried and transmitted by animals. Subject to

animal bites and scratches while handling animals of questionable temperament. Must be able to lift up to 50 pounds with reasonable accommodation. Position includes frequent bending and stretching as well as standing for long periods of time.

Prepared By: Dave Ciccone

Prepared Date: March 2018

Approved By: Rachel DK Finney; CAWA

Approved Date: