



CLASS SPECIFICATION

Class Code: 15052
Date Est: 02/2003
Last Rev: 08/2015
Last Title Chg:
FLSA: Non-exempt
Probation: 12 Months

VETERINARY TECHNICIAN

DEFINITION

Under direction from the Veterinarian, provide veterinary care and assistance to animals; ensure cleanliness and sanitation of facilities, assist in the provision and coordination of training; participate in the euthanasia of animals; provide information to the general public and respond to citizen inquires; participates in public education programs; and performs a variety of tasks relative to assigned areas of responsibility.

EXPERIENCE AND TRAINING REQUIREMENTS

An associate's degree from an accredited college or university in veterinary medicine or related field, and two years of full time experience with an established veterinary clinic, a multi-species laboratory, animal control facility or private humane organization, OR an equivalent combination of training and experience.

LICENSE OR CERTIFICATE

Possession of a valid driver's license is required at the time of appointment.

Possession of a Veterinary Technician License issued by the Nevada Veterinary Medical Examiners is required at the time of appointment.

Possession of a valid certification as a euthanasia technician is required at the time of appointment.

Possession of a valid pharmacy certificate is required at the time of appointment.

SUPERVISION EXERCISED

N/A

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Assists Veterinarian with spay and neuter surgeries.

Administers euthanasia in accordance with established policy and regulations; monitors the safe use, storage and issuance of sodium pentobarbital, needles and syringes and assist in the preparation of rabies specimens.

Performs quarantine of animals as necessary.

Administers rabies and other necessary vaccinations to prevent the spread of illness and disease.

Provides veterinary care and appropriate medications for animals housed at Animal Services and seeks necessary treatment for sick or injured animals.

Assists in the evaluation of facility sanitation and management practices at the Animal Services Center and provides advice regarding practices intended to minimize disease transmission between animals housed at the facility.

Assists in the provision and coordination of training for Animal Services staff in the recognition of diseased animals and proper treatment techniques, including euthanasia.

Provides information to the general public and responds to citizen inquires.

Participates in public education programs regarding responsible pet ownership.

Maintains accurate records and files.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Appropriate identification of symptoms for a variety of common animal diseases.

Washoe County policies and procedures.

Departmental/division policies and procedures.

Facility sanitation and management practices.

Modern and complex principles and practices of record keeping.

County and State ordinances, laws, and regulations.

Ability to:

Maintain detailed, accurate, and current records and files.

Prepare clear and concise staff reports.

Entry Level *(Applicants will be screened for possession of these through written, oral, performance or other evaluation methods.)*

Knowledge of:

A variety of animal species, breeds and related behavioral and health characteristics.

Professional spay/neuter standards and the ability to assist in spay/neuter surgeries in a professional, safe, humane manner including appropriate administration of anesthesia.

Applicable regulations and procedures governing the administration of rabies, Hantavirus, and plague vaccinations and inoculations to prevent the spread of other common animal diseases.

Methods and techniques of humane animal care and skills for the proper handling of animals.

Mathematical principles.

Ability to:

Provide clinical veterinary medical decisions and judgments.

Perform veterinary diagnostic skills.

Administer professional care and humane treatment in the handling of a variety of animal species.

Perform mathematical computations quickly and accurately.

Communicate clearly and concisely, both orally and in writing.

Maintain effective working relationships with others.

Respond to requests and inquires from the general public.

Drive and operate a vehicle safely.

SPECIAL REQUIREMENTS

Essential duties require the following physical skills and work environment.

All Washoe County Animal Service employees are considered disaster services employees when ordered to assist during a disaster.

Applicants will be required to demonstrate their ability to lift a 75 pound animal using the appropriate method.

Incumbents may work irregular hours, weekends, holidays or evenings.

THIS POSITION REQUIRES LIFTING UP TO 75 LBS. UNASSISTED. This includes animals that are excited and agitated.

Ability to sit for extended periods. Ability to frequently stand, climb, walk, stoop, crouch and kneel. Sufficient manual dexterity and eye-hand coordination to operate special animal handling equipment. Sufficient stamina to exert extra physical effort to restrain animals for a substantial period of time. Ability to use office equipment including computers, telephones, calculators, copiers, and FAX. Work is performed in office, outdoors, and driving environments. Ability to work in varying temperatures. Ability to work under conditions involving exposure to dust, gases, and chemicals. Exposure to animals with rabies and other diseases.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.