**Veterinary Technician**

Recruitment #1908-VETTECCPP3-003

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| **Date Opened** | 9/5/2019 4:15:00 PM |
| **Filing Deadline** | 9/12/2019 11:59:00 PM |
| **Salary** | $34,070.40 - $52,790.40/year |
| **Department** | Pet Resources |
| **Job Type** | Open Recruitment |
| **Employment Type** | Full-Time |

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**Introduction**

**WHY JOIN US**

Hillsborough County Government provides employees with careers that are both professionally and personally rewarding. With a wide range of independent agencies to choose from, the opportunities within Hillsborough County Government are endless! You are not just an employee within the government, you are an ambassador and business partner making a huge impact within our community that helps shape our future.

**WHY WE EXIST**

Our mission is to provide effective quality service at a reasonable cost with courtesy, integrity and accountability in a manner that protects and enhances the quality of life of our diverse population. #VIZI

**IDEAL CANDIDATE PROFILE**

Have an A.S. degree in veterinary technology from an AVMA accredited college. Be a Certified Veterinary Technician in the state of Florida. Have at least 3 years of experience working in a shelter environment or a fast paced clinic. Currently enrolled in an AVMA accredited college to obtain an A.S. degree in veterinary technology. Be a Certified Veterinary Assistant.

**JOB OVERVIEW**

This position is responsible for performing duties administering medical treatments and vaccinations, assisting a Veterinarian in performing small animal surgery, assessing the health, well-being and temperament of animals upon impound and on an ongoing basis in a shelter environment.

**MINIMUM QUALIFICATIONS**

Graduation from high school or possession of a GED Certificate;

**and**

Six months of experience in an animal shelter or under the supervision of a Veterinarian, assisting in surgery, medical treatments, and performing diagnostic procedures.

**CORE COMPETENCIES**

* ***Customer Commitment*** - Proactively seeks to understand the needs of our customers and provide the highest standards of service
* ***Dedication to Professionalism and Integrity*** - Demonstrates and promotes fair, honest, professional and ethical behaviors that establishes trust throughout the organization and with the public we serve
* ***Organizational Excellence***- Takes ownership for excellence through one's personal effectiveness and dedication to the continuous improvement of our operations
* ***Success through Teamwork*** - Collaborates and builds partnerships through trust and the open exchange of diverse ideas and perspectives to achieve organizational goals

**WORK CATEGORY**

**Medium work** - Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

**PHYSICAL REQUIREMENTS**

* Walk and stand for at least ten minutes at a time, multiple times per hour.
* Lift and/or carry up to 50 pounds from floor to waist level or higher at least several times per day.
* Lift objects weighing up to 50 pounds to a height of one meter or higher and carry the object or animal for a distance of two meters.
* Handle, install, position and move materials, equipment, and supplies.
* Handle, position, and restrain live animals of small and large animal species.
* Have sustained contact with multiple species of animals and learn the safe handling, restraining, and working with these animals. An individual should not be allergic to any species of animals to the extent that would prohibit working in a facility that has them.

**DUTIES AND RESPONSIBILITIES**

Note: The following duties are illustrative and not exhaustive. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Depending on assigned area of responsibility, incumbents in the position may perform one or more of the activities described below.

* Evaluates and treats impounded animals for illnesses, diseases and injuries.
* Vaccinates, deworms and assesses animal health and temperament at impound.
* Conducts a wide range of veterinary laboratory tests including, but not limited to, heartworm tests, blood chemistry, fecal examination and FeLV/FIV tests.
* Enters and maintains computerized medical and treatment records in accordance with department policy and record keeping requirements.
* Performs pre surgical evaluations of animals including the review of medical and shelter records to determine their capability and legality to undergo surgery.
* Prepares animals for surgery, prepares surgical packs, monitors patients under anesthesia, and assists Veterinarians during surgical procedures.
* Observes animals post surgically for signs of complications and records findings in surgical records.
* Administers medications, vaccines, anesthetic agents, intramuscular, subcutaneous and intravenous injections in accordance with Veterinarian instructions, established policies and in accordance with laws and regulations.
* Performs the euthanasia of animals in accordance with established policies and humane guidelines for the treatment of diseased, injured or sick animals.
* Supports the department in mandated ESF-17 (Emergency Support Function 17) responsibilities in the event of a disaster or during an activation of the County’s Emergency Operations Center.
* Performs other related duties as required.

**JOB SPECIFICATIONS**

* Knowledge of Florida laws and Hillsborough County ordinances pertaining to the treatment of small animals.
* Knowledge of routine medical procedures for the care and treatment of small animals.
* Knowledge of common animal diseases and health requirements.
* Knowledge of drug use regulations, euthanasia programs, and biohazardous waste disposal related to the treatment of small animals.
* Knowledge of routine veterinary medical and laboratory procedures.
* Some knowledge of animal anatomy and physiology.
* Skill in administering animal medications and medical treatments.
* Ability to maintain files and prepare work related reports.
* Ability to use animal handling equipment to control and move animals weighing up to 50 pounds including specialized handling of dangerous or suspected rabid animals.
* Ability to work effectively with others.
* Ability to follow written and oral instructions.
* Ability to work under stressful conditions.
* Ability to use a computer and related software.

**Conclusion**

**WHAT'S IN IT FOR YOU**

We offer much more than the competitive pay you expect. We value our employees and Hillsborough County Government is committed to providing a comprehensive and competitive benefits package. And because we understand that no two people are exactly alike, you can choose what best suits the needs of you and your family.

* **Health Plan:** The County pays towards health insurance premiums for all employees. Employees can select from two (2) healthcare plan options. Coverage is effective the first of the month following thirty (30) days of employment.
* **Dental Insurance:** Employees are eligible to enroll in the dental coverage and choose from four options: High DMO, Low DMO, a network Open Access Plan, and a PPO. Coverage is effective the first of the month following thirty (30) days of employment.
* **Vision Care:** Employees and their dependents are eligible to enroll in the vision coverage. Co-payment coverage includes exams, lens and frame, as well as an allowable contact lens expense. Coverage is effective the first of the month following thirty (30) days of employment.
* **Employee Assistance Program:** This program provides all employees and family members with professional, confidential counseling sessions. All employees and dependents are afforded up to six (6) free visits per Plan year. Coverage begins on the first day of employment.
* **Tuition Reimbursement:** Employees may be reimbursed up to $1,000 (undergraduate), $2000 (graduate) per fiscal year for classes at an accredited college or university for courses that enhance your ability to perform your current job duties.
* **Holidays:** Employees receive up to twelve (12) paid holidays per year.

**Visit our** [**Benefits**](https://hillsboroughcounty.org/en/about-hillsborough/jobs/see-benefits/benefits)**page for more exciting details.**

**Veteran’s Preference:**

Do you qualify for [Veteran's Preference](http://floridavets.org/wp-content/uploads/2015/12/Veterans-Preference-Frequently-Asked-Questions.pdf)? Preference will only be entitled upon initial appointment for eligible veterans and eligible spouses of veterans. Documentation that clearly shows dates of service, campaign awards or medals received, and character of discharge (DD-214 Member-4 or Service-2 copy) to support entitlement to preference must be provided at the time of application.

**Equal Opportunity Employer:**

Hillsborough County Government provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Hillsborough County Government complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Hillsborough County welcomes and encourages applications from minorities, veterans, and persons with physical and mental disabilities, and will reasonably accommodate the needs of those persons in the application and testing process. The decision on granting reasonable accommodation requests will be on a case-by-case basis.

Hillsborough County Government expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Hillsborough County Government’s employees to perform their job duties may result in discipline up to and including discharge

Hillsborough County is a drug free workplace.

**Response/Recovery Activities:**

Employees are required to participate in response/recovery activities in response to an emergency or natural disaster affecting County operations and/or its citizens. In such situations, every effort will be made to maintain operations, but employees will be assigned to carry out response activities suited to their skills and capabilities.