



## Licensed Veterinary Technician

### Job Description

<b>Pay</b> See HSMC Pay Scale	<b>Benefits</b> Per HSMC Benefit schedule	<b>Location</b> Belfair Clinic, occasional travel	<b>Hours</b> Full Time, 30+ per week, Weekend/Holiday in event of critical care need.
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#### Job Summary

Working alongside the Veterinarian, the Veterinary Technician (Vet Vech) is the clinical assistant providing nursing care, performing laboratory tests, and assisting in primarily spay and neuter surgeries to maintain the health and comfort of animals. Animal wellness, vaccination, and other medically-related tasks will also be performed.

#### Essential Job Functions

- Handle and track controlled substances for large volumes of surgical patients
- Efficiently premedicate, induce, and intubate any and all patients as necessary
- Monitor anesthesia, with a clear idea of abnormal conditions
- Ensure prompt and accurate paperwork procedures are followed each day
- Follow departmental standard operating procedures
- Communicate with clients and assist with re-checks as needed
- Communicate with fosters for any medical needs or concerns
- Intake and release patients, including delivering post-operative instructions in a competent and friendly manner
- Train veterinary assistants and volunteers to utilize our patient care protocols
- Respond appropriately during emergencies while taking direction from the veterinarian. Competently manage surgical complications.
- Direct others during an emergency event, as needed.
- Maintain competency during CPR procedures, teaching others as needed
- Manage medical calls
- Administer vaccines, microchips to community pets/foster pets in wellness exams.
- Efficiently run clinic team and maintain surgical flow
- Perform all job functions of a veterinary assistant
- Demonstrate good speed when necessary
- Effectively critique breaks in sterility; Critique and suggest additional disease control measures
- Understand and practice low stress animal handling
- Perform other duties, as assigned

#### Education and Licenses

State of Washington Veterinary Technician license  
CPR certification



Maintain other licenses and certifications as may be required by position

### **Interpersonal Skills and Professional Attributes**

- Communicate effectively and professionally with public, trainees, and all HSMC staff and volunteers
- Work collaboratively with HSMC staff and volunteers
- Represent HSMC in a professional and courteous manner at all times
- Effectively “teamlead”, as needed, displaying a positive attitude and acting as a motivating force for all staff and volunteers.

### **Company Mission and Workplace Core Values**

All employees of HSMC are expected to embrace the organizational mission of providing a second chance for companion animals. In addition, adhering and contributing positively to our team core values is required. These values embody: Team over ego, solutions over blame, psychological safety, progress not perfection, and a “compassion first” approach.

### **Physical Demands and Work Environment**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.

The offices and operations of a high volume spay/neuter clinic can be stressful and very busy at times. The work space is almost exclusively indoors, working in close space with others. The physical requirements of the job include:

- Work standing or sitting for 8 or more hours
- Lift and carry up to 100 pounds repeatedly throughout the day, with assistance
- Bend and kneel repeatedly
- Assess and view fine detail in a variety of situations
- Safely premedicate feral cats
- Repetitive motions that include the wrists, hands and/or fingers
- Communicating with others to exchange information

This job description in no way states or implies that these are the only duties to be performed by the employee(s) in this position. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. This document does not create an employment contract, implied or otherwise, other than an “at will” relationship.

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Employee Signature

Employee Name

Date