

Young's Animal Hospital Veterinary Technician Job Description/Requirements

- **Required for this position:** The ability to follow directions with and without supervision; the ability to lift objects or pets of at least 40lbs; the ability to recognize certain behaviors in animals; the ability to learn and understand medical terminology and minor procedures; the ability to admit or ask questions when a task is unclear; the ability to work with computers and other office equipment; the ability to spell, alphabetize, and perform basic mathematics; and the ability to provide exceptional customer service.
 - **Task Descriptions:** Assists veterinarians to the fullest possible extent, improving the quality of patient care and helping doctors achieve greater efficiency through technical and administrative support; Knowledge of procedures for receiving, treating, restraining, scheduling patients, and requesting laboratory tests; knowledge of the use, care and storage of veterinary instruments, materials and equipment; knowledge of overall animal handling procedures; knowledge of sterilization techniques for cleaning rooms, kennels, various instruments and materials; knowledge of instruments, materials and standardized procedures used in the full variety of treatments to make preparations and provide "tableside" assistance; works under the direct guidance and supervision of veterinarians
 - **Animal Care and Treatment Responsibilities** - restraint; obtaining fecal, urine and blood samples; assisting with toe nail trims, ear cleanings and anal gland expressions; assisting the doctors with examinations, treatments, x-rays, ultrasounds, and other necessary medical procedures; filling prescriptions and verifying doctors dosing instructions, minor mathematics (for dilution of chemicals); knowledge of contagious diseases and isolation protocol; maintaining safety when handling patients; stocking of supplies throughout hospital; always maintaining a high standard of patient care; and assisting the assistants, technicians and doctors in any way asked to do so.
 - **Customer Service Responsibilities** - appropriate record keeping; knowledge of computer system; bringing up patients following discharge instructions; maintaining compassion, sympathy and professionalism during high-stress situations.
 - **Hospital Cleanliness Responsibilities** - vacuuming; mopping; changing garbage; dusting; following daily, weekly and monthly task lists; properly caring for hospitalized patients; laundry; and knowledge of patient isolation protocols.
 - *****This is by no means a complete list. Some tasks may be assigned to a specific staff member to complete. Some tasks may be added or removed from this list as deemed necessary for the safety and well being of our patients.***
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- Must be available to work Saturdays
 - Must be available for weekly staff meeting – every Wednesday from 7:00am – 8:30am
 - Will require some shifts beginning at 6:15am, and some shifts ending at approximately 7:00pm
 - Must be computer proficient
 - Must have excellent client service skills
 - Must possess excellent phone etiquette skills
 - Required to wear scrubs and closed toe shoes (uniform policy)