



Job Description

Job Title: Well Pet Clinic Veterinary Technician

FLSA Status: Full-Time or Part-Time, Non-exempt

Date last reviewed: January 20, 2023

Position Summary

The Veterinary Technician supports the veterinarians at Well Pet Clinic and is responsible for assisting during surgeries and facilitating office exams and Care Visits for clients. This position reports to the Chief Medical Director.

Our ideal Veterinary Technician will be comfortable assisting the veterinarian to perform physical exams and diagnostic testing, as well as monitoring and managing anesthesia with input from the Veterinarians. Ideally, he or she has obtained certification, but we encourage experienced candidates to apply. Our new team member will be motivated, able to work independently in addition to being effective in a fast-paced team environment, respectful to other clinic team members, and sincerely compassionate with both clients and patients.

Essential Duties and Responsibilities

- Performs pre-surgical duties on animals and prepares animals for surgery.
- Calculates, administers, and records pre-anesthetic drugs.
- Monitors anesthesia during surgery, through post-anesthesia and recovery.
- Cleans and prepares surgical instruments and ensures supplies are ready for use.
- Educate clients on pre- and post- surgical care of their animals.
- Performs dental cleanings.
- Responds to emergency situations, administering triage care.
- Meets with Care Visit clients and perform services such as vaccinations, heartworm testing, nail trims, anal gland expression, and microchipping.
- Educate Care Visit clients about vaccine protocols, heartworm disease, proper diet, proper dental care.
- Prepares and operates digital radiology equipment and follows radiology safety procedures.
- Prepares laboratory samples.
- Facilitates office exams for clients and veterinarian.
- Assist Veterinarians with euthanasia
- Maintains communication with veterinary team members about animal care and treatment.
- Assists veterinary and WPC team members with other duties as assigned.
- General clinic cleaning and laundry duties.
- Administers and records medications and treatments as assigned.
- Maintains appropriate records, documents, and data entry for patients.
- Inventories and orders supply as assigned.

Job Qualifications

Education and Experience:

- Current certification in good standing.
- Maintains satisfactory level of care by attending continuing education.
- At least 1 year of work experience; previous work experience in a veterinary care field preferred.

Knowledge, Skills and Abilities:

- Effective communication, organization, and strong customer service skills.
- Strong verbal and written communication skills; Spanish language speaking ability a plus.
- Shows initiative and is a conscientious worker.
- Ability to handle multiple tasks at once in a fast-paced environment.
- Detail oriented and exercises good judgment when dealing with the public and animal-related concerns.
- Ability to lift and carry 50 pounds.

Working Conditions:

- Office and animal shelter environment.
- Potential exposure to high noise levels and zoonotic diseases.
- Occasional lifting of up to 50 pounds.
- Frequent use of computer.