

ANIMAL CENTER VETERINARIAN

MAJOR FUNCTION

This is a skilled professional position requiring the performance of surgical sterilization and overseeing all medical examination and treatment of animals impounded at the Marion County Animal Center. Will include supervising any surgical assisting staff.

ESSENTIAL FUNCTIONS

The following statements describe the principal functions of this job and its scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including working in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the work load.

- Performs spay/neuter surgeries for dogs and cats that are placed for adoption at the Animal Center and off-site on the mobile surgical clinic for owned dogs and cats.
- Oversees pre- and post-operative care of animals brought into either surgical clinic for spay/neuter.
- Examines and treats diseased and injured animals brought into either surgical clinic for spay/neuter.
- Examines and treats diseased and injured animals housed at the shelter and decides on appropriate disposition.
- Administers rabies vaccinations at the Animal Center and at off-site locations.
- Oversees the maintenance of surgical equipment and area.
- Provides veterinarian services during emergency/disaster situations.

SECONDARY FUNCTIONS

- Performs other duties and tasks as assigned.

CUSTOMER SERVICE

This is a front-line position for providing excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person or by phone contact.

SUPERVISION

Officially designated as a lead worker over one or more employees. Provides continual work guidance, review of work product, and resolution of work problems. May provide some input regarding job performance.

EDUCATION, EXPERIENCE, LICENSES, AND CERTIFICATIONS

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Education and Experience

Doctoral Degree of Veterinarian Medicine. Preferred two years experience.

Licenses

Possession of a valid Florida Driver License, and a valid Florida Veterinarian License to practice.

JOB SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the required knowledge, skills, and abilities.

Language Skills

- Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents.
- Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community.
- Ability to write speeches and articles for publication that conform to prescribed style and format.
- Ability to effectively assist and present information to top management, public groups, and/or boards.

Mathematical Skills

- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.

Problem Solving Abilities

- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.
- Develops plans, policies, specifications, and programs continually.
- Functions independently as an expert in matters of specialized code, rules, policy analysis, advanced budgetary, accounting systems, or complex scientific or technical systems.

Specialized Skills and Abilities

Marion County BCC

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- Considerable independent judgment.
- Ability to organize and coordinate activities and daily work assignments.
- Thorough knowledge of Marion County codes and ordinances related to Animal Control issues.
- Knowledge of animal types, species, and breed identification.
- Knowledge of humane animal care, capture, and restraint.
- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team members are committed to the goals and objectives of the team.

Machines and Equipment

To accomplish the tasks of this position, the employee will be required to use the following machines and equipment: high and normal pressure water hoses, ketch-all poles, cat tongs, leashes, roll-around cart, wall-mounted butcher paper dispenser with sharp cutting edge, various hand tools, rakes, shovels, rolling cages, vacuum cleaner, leaf blower, needles and syringes, sharps containers, animal vaccines, saws, sharp knives, hazardous materials protective garments, computer, copy machine, telephone, two-way radio, County vehicle, and various other general office equipment or small tools.

PHYSICAL DEMANDS

While performing the duties of this job, the employee will occasionally be required to climb or balance, and to run; will regularly be required to talk or hear; and will frequently be required to stand, walk, use hands to finger, handle or feel, reach with hands or arms, stoop, kneel, crouch or crawl and to smell, and to lift up to one hundred pounds. Special vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee will occasionally be exposed to fumes or airborne particles and toxic or caustic chemicals; will frequently be exposed to outdoor weather conditions, wet or humid conditions, and animal waste and blood. The noise level for environment is loud.

Established: 10/99

Pay Grade: 31

Job Description Number: 2004

Category: 2

Status: E

Revised: 3/2004

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