

Veterinary Technician

Salary: Union Position/hourly

Department: Medical

FLSA Status: Non-Exempt

Reports To: Medical Manager

The Delaware Humane Association is currently accepting applications for **part-time Veterinary Technician**. The candidate will be responsible for providing medical care for all shelter animals in accordance with Delaware Humane policies and procedures as well as assisting with public education of humane care and welfare. They will be expected to promote the humane care and treatment of animals at all times. Candidate should have a flexible availability for hours weekdays between 8AM-7PM and one weekend day 8:30AM-5PM (weekend days may be part of a every other weekend rotation).

Essential Duties and Responsibilities include the following:

- Assist with Spay/Neuter Clinics including admitting patients, administering pre-surgical injections, monitoring recovery, clean and preparation of surgical equipment, and cleaning of the surgery suite.
- Conduct assigned morning and evening rounds of all areas of the shelter to ensure the wellbeing of all animals
- Administer daily medical treatment to all sheltered animals as prescribed by staff veterinarians and medical manager
- Prepare daily list of animals requiring vet exams
- Perform or assist with initial medical assessment for animals being considered for intake
- Perform or assist with daily medical treatments, follow-up physicals, and Exit examinations
- Properly dose and administer medication and vaccines
- Run tests to check for parasites. Perform skin scrapings, fecal floats, ph urine, FeLV tests, Heartworm tests, Parvo tests, and UV checks for Ringworm...etc
- Blood Sampling
- Conduct nail clipping, ear cleaning, suture removal, and weight checks on all shelter animals
- Assist Vet at Vaccine Clinics which includes handling of client's pets while vaccinations and microchips are administered
- Communicate effectively with partnering Vet Offices and Foster Parents providing care for the shelter animals
- Assist with Euthanasia when necessary
- Assist with the training and supervision of vet department volunteers.
- Maintain a clean and sanitary work area in all work spaces
- Maintain proper paperwork and medical records as required by law
- Maintain department equipment in good working order. Report items for repair/replacement as needed to appropriate supervisory staff
- Perform general office duties and other duties as business needs present

Qualifications include but are not limited to:

- Certification preferred or minimum of High school diploma or general education degree (GED) and a minimum of one year veterinary technician experience or a similar combination of work in animal care, veterinary hospital or shelter environment
- Must possess a genuine passion for the humane care of animals
- Excellent communication skills, public relations/customer service experience, and strong organizational and written skills
- Demonstrates capability to be a self-starter and be able to work well in a changing environment which may be stressful or emotionally charged at times
- Ability to work and excel in a fast-paced, multi-tasking environment
- Must be able to perform simple math to calculate proper dosage of medications
- Basic computer operations and knowledge of Word and Excel software programs
- Perform duties in a professional manner using good judgment while promoting a team environment
- Must be in good physical and mental health with no allergic conditions to animals and have the ability to lift 70 pounds

If you are interested in applying for this position, please complete the online application and email along with your current resume' to Layne Ross, Executive Assistant & Human Resources Manager, at LRoss@delawarehumane.org. Resumes can be sent via email or faxed to (302) 571-0745.