

The Humane Society for Tacoma & Pierce County
JOB DESCRIPTION

JOB TITLE:	Licensed Veterinary Technician
DEPARTMENT:	Veterinary Department
REPORTS TO:	Director of Veterinary Services
SUPERVISES:	None

JOB SUMMARY: The Licensed Veterinary Technician is a vital member of The Humane Society for Tacoma & Pierce County team. As one of the state's largest animal welfare agencies, our mission is to champion the welfare of animals. As an LVT your job entails several important aspects of our shelter; animal care and treatment, laboratory and diagnostic procedures, surgery-related tasks, customer services, and shelter cleanliness.

Additionally we are union and offer Health Benefits, PTO & Vacation, Paid Holidays, and Retirement! We also offer internal growth opportunities and competitive pay! Come join our team and make a difference for the community and compassionate care for its animals!

ESSENTIAL DUTIES & FUNCTIONS:

- Provide and take pride in the patient care provided to all animals in the shelter setting
- Execute all surgery-related tasks including inducing, intubated, anesthesia monitoring, recovery, troubleshooting, and handle crises effectively for canines, felines, and rabbits
- Safe and effective animal restraint techniques for canines, felines, and rabbits
- Assist veterinarians with physical examinations and that help determine the nature of illness or injury.
- Skilled, well-rounded phlebotomist
- Perform routine lab procedures and tests, collect urine, draw blood, and perform skin scrapings as well as interpret lab samples
- Perform and troubleshoot radiology including dental radiography
- Wound care and bandage placement/care
- Minor Suturing
- Handling individual animals of varying species, size, and temperament in a caring, respectful, and safe manner.
- Assist veterinarians in surgery for specialized procedures including retraction, lavage, suction, and transfusion
- Effectively perform complete dental prophylaxis for canines, felines, and rabbits
- Maintain logs, tracking sheets, and medical records
- Maintain all equipment properly
- Read, write, and understand pharmacy related tasks
- Ability to learn the shelter's software program as well as knowledgeable with Office
- Effective triaging, emergency handling, and performance of CPR
- Perform humane euthanasia in a compassionate and effective manner
- Basic animal treatments such as toenail trims, ear cleanings
- Perform excellent customer service including answering/filtering phone calls, client education, maintaining compassion and professionalism always especially in high-stress situations

- Participate and effectively keep the shelter clean, disinfected and presentable always
- **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 shelter population

Education/Certification:

- High school diploma or equivalent
- Current Washington State License for Veterinary Technician

Experience:

- Two years in veterinary medicine as a licensed veterinary technician is preferred

Knowledge, Skills and Abilities

- Ability to Speak, Read, And Write in the English Language
- Computer Skills
- Anesthetic Monitoring
- Radiography Including Dental Radiography
- Ability to Perform and Process Lab Work
- Ability to Recognize Behaviors in Animals
- Ability to Learn and Perform Safe and Effective Animal Restraint
- Ability to Admit or Ask Questions When a Task is Unclear
- Ability to Show Leadership
- Ability to Adapt to The Needs and Styles of the Shelter or Doctors
- Ability to Provide Exceptional Customer Service
- Ability to Follow Directions with and without Supervision
- Ability to Learn and Understand Medical Terminology and Procedures

Skill and ability to:

	Never	Seldom 1%-10%	Occasional 11%-33%	Frequent 34%-66%	Constant 67%-100%
Stand					x
Walk					x
Lift <10 lbs					x
Lift 10-25 lbs					x
Lift 26-50 lbs					x
Lift 51-75 lbs with assistance					x
Lift 76-100 lbs with assistance				x	
Twist					x
Reach					x
Push and Pull					x
Climb			x		
Sit			x		
Vision					x
Hearing					x