

# Classification Description



**Title:** Veterinary Technician  
**Department:** Oregon Zoo  
**Job Code:** 0536/4536  
**Pay Grade:** 350/460  
**FLSA Status:** Non-exempt

**Bargaining Unit:** LIUNA 483  
**Established:** 7/91  
**Revised:** 12/2005; 9/2009; 9/2015  
**EEO Category:** Technicians

## CLASSIFICATION DESCRIPTION

Function as a member of the veterinary care team which includes responsibilities for animal veterinary care, triage, coordination, administration, ongoing consultation with animal keepers and curators, and for hospital surgery, anesthesia, dental, lab and other tech functions, and hospital animal care. Assist the veterinarians with a variety of technical duties such as emergency services, assisting in developing innovative procedures, implementation of various lab tests. Serve as resource on animal nursing care, nutrition, health records, observation and medical treatment, and preparation of lab specimens, testing and analysis.

## DISTINGUISHING FEATURES

The Veterinary Technician is distinguished from Lead Veterinary Technician by having less complex animal responsibilities and lead duties. The Veterinary Technician works under the direction of the Lead Veterinary Technician.

## DUTIES AND RESPONSIBILITIES

1. Plans and coordinates with veterinarians and other colleagues, day-to-day duties to reflect emergency services, animal care needs, and changing priorities. Functions as technician for surgery, anesthesia, lab, dental or other hospital technician, and provides care to hospitalized animals.
2. Performs animal care veterinary triage functions and serves as a resource to animal keepers and curators, and provides ongoing communications to the veterinarians.
3. Performs tests of medical laboratory samples including animal blood, serum, plasma, urine, and feces.
4. Proficiently performs tests of bird, reptiles and mammal samples including elephant blood samples.
5. Sends samples to off-site labs and helps develop and decide which tests to use and how to adapt them to situations.
6. Sets up, prepares and maintains animal health records relating to laboratory tests and analysis, medical treatments, births, etc.
7. Administers oral, injectable, and topical medications to zoo animals as prescribed by veterinarians and dispenses medications to animal keepers. Prepares designated doses and provides keeper education on proper administration and observations.
8. Prepares and feeds prescribed diets to assigned animals, noting and recording food-consumption, stool consistency, injury progress, and any other relevant events, observations or changes.

9. Cleans instruments and work areas following medical procedures and sterilizes surgical instruments and darts. Sets up instruments prior to procedures.
10. Exposes and develops radiographs on awake and anesthetized animals.
11. Performs CT scans using the in-house CT equipment.
12. Assists veterinarians in animal immobilizations including monitoring anesthesia, restraining animals, and moving awake and anesthetized animals.
13. Prepares surgery room, ensures necessary equipment is present for surgery. Works as surgical technician, monitoring anesthesia and providing veterinarian with required instruments and equipment.
14. Observes zoo animals for possible signs of illness and confers with animal keepers and curators about animal health. Analyzes stool samples for presence of parasites.
15. Refers detected clinical signs of animal health problems to veterinarian for diagnosis.
16. Cleans and disinfects animal hospital cages regularly. Sweeps and mops floors, washes and cleans dishes and other equipment in the hospital and quarantine areas.
17. Maintains supply and medication inventory and orders as necessary.
18. Conducts tours of the hospital and provides information to the public.
19. Provides animal training assistance.
20. Compiles data for a variety of reports.

It is the responsibility of all Metro employees to:

1. Actively participates on committees and/or attends meetings as assigned.
2. Fulfills Metro's core values of public service, excellence, teamwork, respect, innovation and sustainability.
  - Builds and maintains positive relationships and contributes to a positive team atmosphere; engages others in ways that foster respect and trust.
  - Encourages and appreciates diversity in people and ideas – seeks to understand the perspectives of others.
  - Provides excellent customer service – assists the public, public officials and agency partners, and other employees in a professional and courteous manner with the goal of meeting or exceeding expectations.
  - Practices continuous improvement - researches new possibilities, contributes ideas and stays current in field of work.
  - Demonstrates sustainable practices in applicable field and generally for resource use and protection.
  - Works assigned schedule (if applicable) and exhibits regular and predictable attendance.
  - Works in a safe manner and follows safety policies, practices, and procedures.
  - Complies with Metro and Metro's visitor venues policies, procedures, and applicable work rules; applicable law and collective bargaining agreements as appropriate.
3. Performs assigned duties during an emergency situation.
4. Performs other duties as assigned.

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## JOB SPECIFICATIONS

### Education/Licensing and Work Experience:

- Associate's degree in a veterinary science-related field and,
- Three years of full-time professional animal care veterinary technician experience that is current and includes significant experience monitoring anesthesia or,
- Any combination of experience, education and training which provides the equivalent scope of knowledge, skills, and abilities necessary to perform the essential job duties.

### Special Requirements:

- Must be legally credentialed to practice as a Veterinary Technician.
- Must maintain an Oregon veterinary technician license and be in good standing (those with out-of-state licensure must be eligible to apply for Oregon licensure within 6 months).
- Rabies vaccination or willingness to receive vaccination and boosters as needed.
- Must possess a current driver's license and driving record sufficient to be insured by Metro insurance carrier.

### Knowledge, Skills, and Abilities:

- Knowledge of principles and practices of animal veterinary technical functions, diseases, illnesses, and treatment.
- Knowledge of infectious diseases and control procedures.
- Knowledge of modern laboratory principles, techniques, and equipment with the ability to apply them in clinical analysis.
- Knowledge of reptile, bird and mammal, including elephant, clinical pathology techniques.
- Knowledge of procedures and practices of medical technology and equipment, including standard and specialty chemical, microscopic and bacteriological procedures.
- Knowledge of occupational hazards and safety precautions with exotic animals.
- Skill in basic comparative physiology and anatomy.
- Skill in basic animal nursing and hand-rearing concepts.
- Skill in proper use of laboratory and veterinary medicine equipment, such as gas anesthesia machines and monitoring equipment, IV fluid pumps, X-Ray units and processors, ultrasound and endoscopy equipment, and microscopes, and centrifuges.
- Skill in proper use of in-house CT scanner.
- Ability to organize and prioritize assignments and duties.
- Ability to operate a personal computer and associated software, radios, and cell phones.
- Ability to keep comprehensive and accurate records of lab work, medical treatments, diagnostic observations, and research data using computer.
- Ability to exercise sound judgment when working in unusual circumstances.
- Ability to communicate technical medical information to non-technical staff.
- Ability to accurately interpret medical data within prescribed limitations.
- Ability to work independently and function as a team member or team leader.

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- Ability to understand, issue, or follow complex oral and written instructions.
  - Ability to develop and maintain effective working relationships with other staff.
  - Ability to apply Federal, State, and local policies, procedures, laws and regulations for respective field.
  - Ability to maintain confidentiality and use discretion with confidential and sensitive matters.
  - Ability to provide excellent customer service by meeting the needs and interacting with employees, volunteers, vendors, and the public.
  - Ability to establish and maintain cooperative working relationships with employees, volunteers, vendors, and others encountered during the course of work.
  - Ability to develop knowledge, skills, and abilities and to obtain and maintain certifications and license.
  - Ability to perform essential duties and responsibilities.
  - Ability to perform (with or without a reasonable accommodation) the physical demands in the work environment and operate the tools and equipment.
  - Ability to successfully pass the background check and screening requirements if required for the position.

### **SUPERVISION RECEIVED**

- Supervision is received from assigned Supervisor or Manager.

### **SUPERVISION EXERCISED**

- May act as lead over volunteers, interns, students, and animal keepers.

### **TOOLS AND EQUIPMENT USED; PROTECTIVE CLOTHING**

- Laboratory and veterinary medicine equipment. such as gas anesthesia machines and monitoring equipment, IV fluid pumps, X-Ray units and processors, CT scan, ultrasound and endoscopy equipment, microscopes, and centrifuges.
- Cell phones, radios.
- All standard office equipment including, but not limited to, computer and printer, fax machine and copy machines; computer software, including MS based word-processing and spreadsheets.

### **WORK ENVIRONMENT**

- Perform strenuous and manual work indoors and outdoors under severe climate conditions in hazardous locations, confined spaces, at heights, and under other adverse conditions.
- May be required to lift and carry up to 50 pounds.

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*The classification description indicates the general nature and level of work of positions grouped within this classification; it is not intended to be a comprehensive inventory of all duties and responsibilities, job specifications, work environment or other characteristics of a specific position. The classification description is not an employment agreement between the employee and Metro or Metro's visitor venues and is subject to change by Metro. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential duties.*