ASHEVILLE, NORTH CAROLINA

Classification Specification

Veterinarian
Job Code: 5180
FLSA: Exempt

Purpose of Classification:

The purpose of this classification is to oversee and administer veterinary medical care to all animals at the City's nature center.

Distinguishing Characteristics:

This is a single level classification.

Essential Functions:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Provides routine and complex medical care for animals: performs physical examinations of animals, including wellness blood work, infectious disease screening, and other preventative procedures; evaluates overall health of animals; determines, performs, orders, and interprets diagnostic tests; determines, performs, and orders appropriate course of treatment; prescribes medications as needed; determines needed follow-up care and treatments; creates and maintains examination and treatment notes, prescription logs, etc.; oversees screening for zoonotic diseases and compliance with animal quarantine protocols; notifies management of any illness or injury; provides treatment and advice regarding prevention as needed; evaluates husbandry, diet, and enrichment items and protocols; and provides advice and guidance regarding treatment, prevention, and changes to protocols, as needed.

Manages inventory of controlled substances, such as injectable pain medicine, sedatives, anesthetics, or

euthanasia solutions, and other medications, in accordance with established regulatory requirements: ensures storage of medications in secured location; conducts periodic inventory counts; initiates medication orders as needed; oversee the proper disposal of controlled substances; and maintains required records of medication inventory.

Makes determinations regarding and performs euthanasia of animals: evaluates and determines gravity of animal's condition and quality of life; and performs medically necessary euthanasia in accordance with established protocols, policies, and industry standards.

Administers injectable sedations for procedures, as necessary: determines amount and type of medication; prepares drugs; utilizes dart gun to administer medication; and ensures the safety of animals, employees, and the public.

Ensures safety of animals, employees, and the public: develops sanitation and safety protocols; conducts staff training regarding and ensures staff adherence to zoonotic disease identification and prevention methods, sedation protocols, animal restraint and handling procedures, and animal escape prevention; monitors implementation of safety protocols; and initiates any actions necessary to correct deviations or violations.

Maintains a current, comprehensive knowledge and awareness of applicable laws, regulations, principles, trends, and practices regarding veterinary medicine; reads professional literature; maintains professional affiliations; and attends meetings, workshops, conferences, and training sessions as required.

Communicates with supervisor, other City employees, the public, outside agencies and organizations, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Processes a variety of documentation associated with department/division operations, within designated timeframes and per established procedures: receives, reviews, prepares, completes, processes, forwards or retains as appropriate various forms, reports, correspondence, medical lab reports, necropsy reports, enrichment protocols, husbandry protocols, nutrition and diet protocols, accreditation documents, veterinary medical records, husbandry recommendations, training materials, controlled substance drug log, and other documentation; compiles data for further processing or for use in preparation of department reports; and maintains computerized and/or hardcopy records.

Operates a personal computer to enter, retrieve, review, or modify data, utilizing word processing, spreadsheet, database, Internet, e-mail, or other software; operates general office or other equipment as necessary; and operates darting equipment, anesthesia machine, dental machine, and other veterinary medical equipment to complete essential functions.

Additional Functions:

Performs other related duties as required.

Minimum Qualifications:

Doctor of Veterinary Medicine required supplemented by three years of experience in veterinary medicine in a zoological facility, or a related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Specific License or Certification Required: Must possess and maintain a valid North Carolina driver’s license. Must

possess and maintain the following additional certifications and licensures: License to Practice Veterinary Medicine from North Carolina Board of Veterinary Medical Examiners.

Specific Knowledge, Skills, or Abilities: Must be able to demonstrate proficiency in performance of the essential functions and learn, comprehend, and apply all City or departmental policies, practices, and procedures necessary to function effectively in the position.

Performance Aptitudes:

Data Utilization: Requires the ability to coordinate, manage, and/or correlate data. Includes exercising judgment in determining time, place and/or sequence of operations, referencing data analyses to determine necessity for revision of organizational components, and in the formulation of operational strategy.

Human Interaction: Requires the ability to provides specialized or professional level counseling and/or medical treatment to others that typically requires certification and/or a bachelor's degree in a specific field.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate and control the actions of equipment and machinery, requiring the monitoring, adjustment, regulation, and/or setting of multiple conditions.

Verbal Aptitude: Requires the ability to utilize consulting and advisory data and information, as well as reference, descriptive and/or design data and information as applicable.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

Functional Reasoning: Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership, and to exercise independent judgment to apply facts and principles for developing approaches and techniques to resolve problems.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA Compliance:

Physical Ability: Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, and prolonged standing, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, water hazards, hazardous materials, toxic agents, electric currents, traffic hazards, bright/dim lights, animal/wildlife attacks, animal/human bites, explosives, firearms, violence, disease, pathogenic substances, or rude/irate customers.

The City of Asheville is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both

prospective and current employees to discuss potential accommodations with the employer.