

Job Title: HQHV Spay/Neuter Veterinarian



Reports To: Clinic Services Practice Manager

Schedule: Monday - Friday

FLSA Status: Exempt

Type: Full Time

Summary:

Responsible for the daily care of all surgical patients, ensuring all clinic staff members are adhering to proper pre-, peri- and post-operative care of patients.

Essential Duties and Responsibilities Include:

- Working knowledge and adherence to Association of Shelter Veterinarians' Veterinary Medical Care Guidelines of Spay-Neuter Programs
- Examine all paperwork and animals' pre-op to determine their ability to withstand surgery, need for testing, changes in protocol, etc.
- Perform surgical sterilizations and other HSC surgeries as requested on a daily basis
- Examine all animals' post-op to ensure appropriate recovery and healing
- Provide excellent customer service to all visitors and clients
- Consult with the patient's owners for items of concern or out of the ordinary
- Examine and inoculate animals and provide recommendations for follow up care
- Help assure the use of controlled drugs is being logged and monitored accurately
- Provide post-operative rechecks and order of medical treatments as necessary to ensure complete surgical recovery
- Ensure all clinic staff members are adhering to proper pre-, peri and post-operative care of patients as outlined by the Clinic Services Practice Manager
- Communicate any issues or concerns with the Clinic Services Practice Manager
- Attends continuing education seminars annually to maintain up-to-date medical care, ideas and licensure
- Performs special assignments and other duties as assigned when necessary

Volunteers

- Proactively utilize and engage volunteers as team members
- Directly oversee daily work assignments of volunteers to ensure completion of work as assigned
- Coach volunteers by providing regular, ongoing feedback and training
- Promote integration and utilization of volunteers; train volunteers to assist department

Qualifications/Expectations:

- Enthusiasm for the mission of the Humane Society of Charlotte and helping animals and people in our community
- **Required:** Doctorate in Veterinary Medicine; DVM or VDM
- **Preferred:** three to five years of experience and/or training in high volume spay/neuter surgeries
- Working knowledge of MS Office and database management software
- Self-motivated, well organized, detail oriented, and able to effectively work independently and within a team framework
- Goal oriented, committed to excellence and results
- Strong interpersonal communication skills required, as well as a high-level skill in written and verbal communication
- Capable of balancing multiple priorities, with limited resources, in a fast-paced environment
- Must be comfortable interacting with dogs and cats
- Must have a reliable mode of transportation
- Must be willing to work flexible hours
- EOE

Work Environment:

- Exposure to high noise levels and odors
- Exposure to fumes or airborne particles and toxic or caustic chemicals

Physical Demands:

- Must be able to lift & move up to 50 lbs.
- Must be able to stand, stoop or bend over for extended periods of time
- Ability to perform repeated hand movements in surgery without accommodation

I understand the job duties and responsibilities as described above and can perform all tasks as outlined.

Signature: _____

Printed Name: _____

Date: _____