



West Veterinary Technician

About Wilson Veterinary Hospital:

Wilson Veterinary Hospital is a privately owned, two times AAHA accredited small animal hospital. We provide general practice services, ER/ Urgent Care services, critical care/ hospitalization, soft tissue, orthopedic, arthroscopic and laparoscopic surgeries, Vimago CT scanner, ultrasonography, endoscopy and small rigid scoping abilities, certified rehab technicians with underwater treadmill. We also have chiropractic care, acupuncture and radioactive medicine (Synovetin OA). Once a month a boarded cardiologist visits. The original owner (Dr. John Wilson, DVM, DACVP) believed in affordable, complete veterinary care for everyone. We have strived to continue this service. The current owners are moving the practice in a positive direction by continuing the long-standing tradition of quality care at affordable prices, while promoting a positive work environment that is dedicated to our employees' work-life balance.

Reports to: West Floor Manager

Hours: Full Time

Position Summary:

The ideal candidate assists our doctors to the fullest possible extent, to help improve the quality of care given to the patients, and to aid the doctors in achieving greater efficiency by relieving them of technical work. Our technicians assist in multiple procedures providing care for animals including physical examinations, dental procedures, immunizations, euthanasia as well as client education, and inventory maintenance. This position requires a working knowledge of pharmaceutical drugs, common diseases; their symptoms, means of transmission, treatment, preventative care and other basic health care recommendations.

Essential Functions:

- Obtain and record patient histories
- Collect specimens and perform routine laboratory procedures and tests in hematology, biochemistry, chemistry, microbiology, urinalysis, and serology to assist in the diagnosis and treatment of patient health problems.
- Dispense and administer medications, vaccines, serums and treatments as prescribed.
- Administer fluids and blood products.
- Administer and monitor anesthesia.
- Provide specialized nursing care for all injured or ill animals.
- Prepare patients, instruments and equipment for surgery.
- Assure that monitoring and support equipment such as anesthetic machines, cardiac monitors, scopes and breathing apparatus are in good working condition.



- Assist in diagnostic, medical and surgical procedures using a range of high-tech diagnostic equipment including electrocardiographic, radiographic and ultra-sonographic equipment.
- Take and process radiographs.
- Communicate with and educate owners.
- Maintain knowledge of preventative healthcare recommendations in order to answer client questions, provide education on vaccines, flea and heartworm products and assist in marketing veterinary services from which their pet would benefit, such as a dental cleaning, senior wellness, medical boarding.
- Educate clients on products and medications sold including dietary products and answer questions as needed.

Position Qualifications

- Attention to detail - Accomplishes tasks by considering all areas involved, no matter how small; shows concern for all aspects of the job; accurately checks processes and tasks; is watchful over a period of time.
- Follows procedures - Accurately and carefully follows established procedures for completing work tasks.
- Ensures high - quality output - Vigilantly watches over job processes, tasks, and work products to ensure freedom from errors, omissions, or defects.
- Takes action - Initiates action to correct quality problems or notifies others of quality issues as appropriate.

Interpersonal Relations:

Exhibits acceptable standards of professional conduct. Listens carefully. Develops and maintains positive working relationships with all team members.

- Diplomacy - Extends consideration to co-workers and clients at all levels.
- Maintains confidences - Handles confidential information without breaking trust or confidences. Is seen as a trusted and discrete team member.
- Respect and professionalism - Demonstrates clear, professional, and respectful communications in all interactions, consistent with an inclusive work environment. Treats others with dignity and respect.
- Conflict management - Resolves conflict effectively and respectfully.
- Time Management - Effectively manages one's time and resources to ensure that work is completed efficiently.
- Prioritizes - Identifies more critical and less critical activities and tasks; adjusts priorities when appropriate.



- Makes preparations - Ensures that required equipment and/or materials are in appropriate locations so that own and others' work can be done effectively.
- Schedules - Effectively allocates own time to complete work
- Leverages resources - Takes advantage of available resources (individuals, processes, departments, and tools) to complete work efficiently.
- Stays focused - Uses time effectively

Skills & Abilities:

- Education & Experience: Valid Veterinary technician License through the State of Michigan, or willing to transfer and become licensed from another state. (Preferred.) Candidates who have extensive on the job training, with no license, will be considered if they show the competency appropriate to fulfill the job duties.
- Computer Skills: Impromed, Microsoft Office, and Microsoft Outlook.
- Ability to stand for long periods of time
- Ability to perform heavy lifting (up to 100 pounds) and repetitious physical activity.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the Company reserves the right to change this position description and/or assign tasks for the employee to perform, as the Company may deem appropriate.