
Auburn University Job Description

Job Title: **Supv, Large/Small Animal**

Job Family: No Family

Job Code: **IA12**

Grade 32: \$35,000 - \$58,400

FLSA status: Exempt

Job Summary

Supervises, trains others on, and performs various animal health care duties and medical test for the care and treatment of animals in a clinical service area.

Essential Functions

1. Administers, supervises or assists in the administration of treatments, check-ups, and/or tests.
2. Provides information and education to clients in regard to veterinary treatment received by the patient.
3. Assigns students to animals for their care and treatment and arranges for an appropriate treatment area.
4. Schedules appointments for those animals that need further diagnostics and or services.
5. Coordinates labs for students and residents.
6. Oversees the maintenance and upkeep of medical machines and devices.
7. Maintains inventory and orders supplies, materials, and equipment.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Four-year college degree	Degree in a Science, Animal Health, or related field
Experience (yrs.)	7	Experience in animal care practices

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of veterinary medical care practices. Developed supervisory skills.

Certification or Licensure Requirements

None Required.

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set or revised on short notice; frequent shifts in priority; numerous interruptions requiring immediate attention; unusual pressure on a daily basis due to accountability for success for major projects or areas of operation.

Job frequently requires standing, walking, reaching, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting more than 100 pounds.

Job occasionally requires sitting, climbing or balancing, .

Vision requirements: Ability to see information in print and/or electronically.

Date: 1/4/2012
