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## Auburn University Job Description

Job Title:	<b>Asst, Vet Ultrasound</b>	Level I	Grade 27 \$20,300 - \$33,800
Job Code:	<b>IC06</b>	Level II	Grade 28 \$22,300 - \$37,200
FLSA status:	Non-exempt	Level III	Grade 29 \$25,000 - \$41,700

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### Job Summary

Provides technical service, support, and maintenance related to clinical and research ultrasonography procedures.

### Essential Functions

1. Maintains clinical and research ultrasound schedule as well as assists in preparation and performance of ultrasonography procedures.
2. Serves as receptionist and assists customers, students, employees, and others about general operations and business of the ultrasound unit.
3. Enters data, maintains database, and archives images.
4. Orders and maintains inventory of materials, supplies, and equipment.
5. Inspects, cleans, and prepares facilities, equipment, and instruments.

### Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

*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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### Job Family Levels

Level	Responsibility	Knowledge	Education and Experience*
I	Performs a variety of related and recurring assignments.	Knowledge of processes, methods and procedures associated with a limited range of engineering or scientific problems.	High school diploma or equivalent plus 2 years of experience.
II	Performs complex steps of an operation or project or completes important stages of a project.	Detailed knowledge of established processes, methods, and techniques, as well as practical knowledge of a few specific engineering or scientific principles.	High school diploma or equivalent plus 4 years of relevant experience. Experience must include at least 2 years at the preceding level or equivalent.
III	Performs highly complex and specialized support tasks and/or plans and coordinates operations of a project.	Knowledge of several specific engineering or scientific principles and skill in using complex techniques and equipment.	High school diploma or equivalent plus 6 years of relevant experience. Experience must include at least 2 years at the preceding level or equivalent.

\* See the "Minimum Required Education and Experience" section of the job description for any substitutions that may be allowed for education and experience.

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### Minimum Required Education and Experience

- Level I** High school diploma or equivalent plus 2 years of experience.
- Level II** High school diploma or equivalent plus 4 years of relevant experience. Experience must include at least 2 years at the preceding level or equivalent.
- Level III** High school diploma or equivalent plus 6 years of relevant experience. Experience must include at least 2 years at the preceding level or equivalent.

#### **Focus of Education**

Coursework in Diagnostic Ultrasound Technician, Veterinary Technology, Sciences, Animal Health, or related field

#### **Focus of Experience**

Experience in assisting in imaging and diagnosing a variety of medical conditions

#### **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**

#### **Certification or Licensure Requirements:**

None Required.

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### Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires walking, hearing, and lifting up to 50 pounds.

Job occasionally requires standing, sitting, reaching, stooping/kneeling/crouching/crawling, talking, handling objects with hands, and lifting up to 100 pounds.

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

Date: 12/16/2011

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