
Auburn University Job Description

Job Title:	Asst, Vet Inpatient	Level I	Grade VT03 \$29,500 - \$39,800
Job Code:	IC22	Level II	Grade VT04 \$31,100 - \$43,500
		Level III	Grade VT05 \$34,200 - \$47,900
FLSA status:	Non-exempt		
Job Family:	Veterinary & Animal Care		
Job Function:	Patient Care & Rehabilitation		

Job Summary

Performs a variety of tasks related to the care and treatment of animal patients. Under direct supervision, this position assists in the monitoring and treatment for all patients admitted in the hospital.

Essential Functions

1. Assists with administering treatments and monitoring patients admitted in IMC or ICU, Observes and records vital data, abnormal signs, body weight, food/water intake of animals, and collects and labels specimens and perform treatments and administer medications as prescribed by primary veterinarian.
2. Performs and demonstrates veterinary care techniques and procedures related to emergency and critical care medicine.
3. Assists veterinarians in the care of patients requiring advanced procedures and life-saving techniques including CPR, mechanical ventilation and dialysis.
4. Inspects facilities, equipment, and supplies daily, as well as observes health status of animals , environmental conditions , temperature , and sanitation.
5. Perform job duties with speed and accuracy and work as essential personnel, providing care for patients after hours, on weekends and holidays.
6. Assists with emergency triage and stabilization of patients presenting through the Emergency service
7. May be responsible for, or assist in, billing clients, inputting charges, and/or similar tasks
8. This position will work to provide care for patients after hours, on weekends, and holidays.

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.
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 uses a variety of standard reference guides, and precedents to obtain needed information and to select and adapt methods and procedures.	High school diploma or equivalent plus 2 years of experience.
III	Plans and coordinates operations of a project.	Knowledge of several specific engineering or scientific principles, and skill in using specialized techniques and equipment and selects appropriate guidelines to resolve operational problems not fully covered by precedents	High school diploma or equivalent plus 4 years of 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.
- Level II** High school diploma or equivalent plus 2 years of experience.
- Level III** High school diploma or equivalent plus 4 years of experience. Experience must include at least 2 years at the preceding level or equivalent.

Focus of Education

High School Diploma or equivalent

Focus of Experience

Experience working in a veterinary hospital environment.

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 processes, method, and procedures associated with veterinary medicine.

Certification or Licensure Requirements:

None Required.

Pre-Employment Screening Requirements:

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.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

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

Job occasionally requires sitting, climbing or balancing, and lifting more than 100 pounds.

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

Date: 4/17/2019
