



HENDERSON COUNTY HUMAN RESOURCES DEPARTMENT

112 FIRST AVENUE WEST
HENDERSONVILLE, NC 28792

Memo

To: All Interested Candidates
From: Jan Prichard, Human Resources Director
Date: **October 5, 2017**
RE: Job Posting – **One (1) Full Time Veterinary Technician**
Animal Services Department

Duties and Responsibilities: Performs responsible work providing health care to animals housed in the County's Animal Shelter. Monitors, records and provides health care to animals; administers tests, vaccinations and medication; provides adoption counseling; maintains statistical data and prepares monthly reports. Complies with federal, state, and local laws and regulations, local animal control and health ordinances and departmental policies and procedures. Performs related work as required. Work is performed under immediate supervision. Reports to the Animal Services Center Director.

Qualifications: Thorough knowledge of the care, control, and handling of dogs, cats and other small animals; federal, state and local laws and regulations applicable to the operation of an animal shelter; custodial/maintenance needs of a shelter facility, equipment and grounds; principles and practices of animal shelter operation, sanitation and disease control. General knowledge of various breeds of animals; symptoms of common animal diseases; humane euthanasia standards and certification requirement; ability to recognize signs of rabies and other common diseases of animals; ability to draw blood from cats and dogs and perform diagnostic testing for heartworm, feline leukemia and feline AIDS; ability to analyze fecal and urine samples; ability to prepare reports and maintain accurate records; ability to operate equipment necessary for the position, including computer; ability to effectively communicate orally and in writing; ability to attend work regularly.

Any combination of education and experience equivalent to high school diploma and three to four years of relevant training and/or experience in veterinary care or providing health care to animals. Requires proficiency with administering vaccines, medicating animals, and performing diagnostic tests. Completion of college level course work in veterinary technology program, animal science, or any other biological sciences is preferred.

Pre-employment drug screen required.

Applications must be obtained and submitted to Henderson County HRD, 112 First Avenue West, Hendersonville, NC 28792, www.hendersoncountync.org/hrd. Applications may also be obtained at the Henderson County NCWorks Career Center, Blue Ridge Community College, 180 West Campus Drive, Flat Rock, NC 28731

The deadline for application is: **Open until filled**

Starting rate: \$13.19

Grade: 63A

Phone: (828) 697-4669 ♦ Fax: (828) 698-6184
www.hendersoncountync.org/hrd
Henderson County is an Equal Opportunity Employer