

Registered Veterinary Technician

Why join the Contra Costa Animal Services Department?

The challenges and rewards of a career in Animal Services are extensive! Contra Costa County's Animal Services Department (CCAS) is committed to protecting the health, safety, and well-being of all people and animals in our community. We prioritize life-saving as our guiding principle. We will shelter homeless, abandoned, and lost animals, work to keep, and place animals in safe, caring homes, and provide education and services to enhance the lives of people and their animal companions, and strengthen the human-animal bond.

We are seeking one Registered Veterinary Technical professional ready to diversify their veterinary career in shelter medicine. Individuals may be assigned to the Spay Clinic or to any CCAS Animal Shelter. Discover with us how to go beyond being a veterinary professional that loves animals and make a difference by improving the lives of our community's homeless pets while educating the public that we serve.

Salary: \$59,660.64 - \$72,517.92 Annually

Future Salary Increases:

July 1, 2023: 5%

July 1, 2024: 5%

July 1, 2025: 5%

*Plus any potential merit increases

Distinguishing Characteristics

This classification is primarily distinguished by their responsibility for assisting licensed Veterinarians. Registered Veterinary Technicians may provide lead direction and coordinate work assignments for Veterinary Assistants. This classification reports to the Animal Center Operations Manager.

Minimum Qualifications

License: Candidates must possess and maintain throughout the duration of employment a valid California Motor Vehicle Operator's License. Out of State valid Motor Vehicle Operator's License will be accepted during the application process.

License: Candidates must possess and maintain throughout the duration of employment a valid license as a Registered Veterinary Technician issued by the State of California Veterinary Medical Board.

Knowledge of:

- Animal behavior and anatomy
- General surgical and post-operative procedures involved in spaying or neutering dogs and cats including procedures used in prepping animals, administering anesthesia and post-surgery patient care
- General veterinary medical practices and procedures involved in the treatment of injured or sick animals
- The use, care and maintenance of surgical instruments and related equipment used in a spay and neutering clinic
- The use, care, and maintenance of veterinary medical equipment, including veterinary dental equipment and digital radiology equipment
- Administrative and clerical procedures and systems such as word processing, managing computerized files and records

Ability to:

- Conduct inventory, maintain and administer veterinary pharmaceuticals under the direction of a licensed veterinarian
- Handle and care for animals in a humane manner
- Deal with the public in a tactful and sensitive manner
- Maintain manual and computerized medical records and information

Typical Tasks – Assignments at the Spay Clinic:

- Assists in physical examinations of animals prior to surgery
- Prepares the operating room, surgical instruments, medications and sedatives for use
- Prepares animals for surgery
- Administers anesthesia and assists veterinarians during operations, if appropriate
- Moves animals to a recovery location after surgery
- Cleans the operating room and sterilizes instruments
- Feeds and cares for animals before and after surgery
- Receives and returns animals to the public
- Administers vaccinations to animals under veterinarian supervision
- Maintains proper inventory of medical and surgical supplies
- Assists veterinarians in preparing and maintaining a medical history on each animal in computerized database
- Explains the purpose and functions of the County's Animal Spay Clinic program to the public in response to inquiries

- Assists in opening and closing the clinic
 - Keeps the clinic clean and sanitary
 - Assists in the feeding, care and disposal of animals.

Typical Tasks – Assignments at a Shelter:

- Assists in physical examinations of animals prior to diagnosis and treatment
- Prepares the treatment room, medical equipment, medications and sedatives for use
- Prepares animals for treatment or minor surgery
- Assists veterinarians during veterinary procedures
- Moves animals to and from kennels and treatment room
- Cleans the treatment room and veterinary equipment
- Provides treatment prescribed by veterinarians to injured or sick animals
- Administers vaccinations and other injections to animals being treated under veterinary supervision
- Feeds and cares for animals before and after treatments
- Maintains proper inventory of medical and surgical supplies, including stocking supplies
- Assists veterinarians in preparing and maintaining a medical history on each animal in computerized database
- Receives injured and sick animals brought to any CCAS animal shelter and makes a preliminary assessment of their condition for veterinarian
- Returns treated animals to their original or new owners
- Explains the animal conditions and treatments to the prospective adoptive owners, new owners, and actual owners in response to inquiries
- Assists in opening and closing the shelter
- Keeps the treatment areas and kennels/cages clean and sanitary
- Assists in the feeding, care and disposal of animals

A few reasons you might love this job:

- You will be a part of a bigger movement in animal welfare
- You will make a difference in the lives of animals and the public!
- We offer excellent health and retirement benefits
- You will never be bored!
- We have a diverse work environment

A few challenges you might face in this job:

- There may be multiple, simultaneous processes that happen between divisions to address zoonotic exposure and outbreaks
- You may need to partner with teammates to address patient treatment and administer medications for up to 100 animals daily
- You will need to understand County Ordinances regarding criminal cases
- In the summer, (foster and in-house) population can reach up to 570 animals