## MONTGOMERY COUNTY JOB POSTING NOTICE

APPLICATIONS FOR THIS POSITION WILL BE ACCEPTED UNTIL THE POSITION HAS BEEN FILLED. MONTGOMERY COUNTY RESERVES THE RIGHT TO CLOSE THIS POSTING WITHOUT NOTICE.

| DEPARTMENT: | Montgomery County Animal Services | JOB GRADE: | 6 |
| JOB TITLE: | Clinic/Vet Technician | HOURLY SALARY: | $19.37 - $20.67 |
| LOCATION: | 8535 State Hwy 242 Conroe, TX 77385 | CIVIL SERVICE: | Yes |
| SHIFT HOURS: | Sunday – Saturday 8:15am – 5:15pm (Schedule subject to change. Will have two days off per week.) |
| SUBMIT APPLICATIONS: | Montgomery County Human Resources Department | ADDRESS: | 501 N. Thompson, Ste. 400 Conroe, TX 77301 |
| PHONE: | (936) 539 – 7886 | FAX: | (936) 788-8396 |
| E-MAIL: | jobs@mctx.org | WEBSITE: | www.mctx.org |
| OFFICE HOURS: | Monday – Friday 8:00am – 5:00 pm (Friday: Closed from 12:00pm – 1:00pm) |

### Education, Experience and Skill Requirements

- Must have high school diploma or equivalent
- Completion of an accredited Veterinary Technician Certification Program preferred
- Completion of an accredited Euthanasia Certification Program preferred
- Knowledge of contagious diseases and isolation protocol
- Prior veterinary surgical experience
- Customer service experience
- Physically able to lift/carry up to 50 pounds
- Must be self-motivated and willing to work as directed
- Must be able to calculate mathematical figures and amounts such as proportions, percentages and volume.
- MUST be a Team player, able to work in a fast-pace environment and multi-task
- Compassion for animals, comfortable working in the shelter environment and willing to accommodate animals in the work place
- Knowledge of animal breeds and behavior helpful

### Primary Job Duties

- Performs minor surgical preparation and treatment under the direction of a veterinarian.
- Under the direction of Veterinarians, provides routine medical care and monitoring of the health and welfare of animals within the Shelter.
- Performs physical examinations, vaccinations, deworming, etc. to determine and evaluate the health condition of animals at the time of impound or prior to adoption or surgery.
- Draw blood and perform diagnostic testing including but not limited to fecal testing, mange testing, heartworm testing and feline leukemia testing.
- Implants microchips into adoption animal.
- Renders emergency care and treatment in life-threatening situations.
- Prepares animals for adoption; when requested, provides information to adopters on veterinary care required.
- Assists with or performs euthanasia when required.
- Record animal case history accurately and completely.
- Regular contact with public.
- Any other duties as assigned.

After receiving a conditional offer of employment, applicant must pass a drug screen (1/2 cost = $20.00, responsibility of applicant) and may need a physical agility test (1/2 cost = $22.50, responsibility of applicant) before becoming an employee of Montgomery County.

| Position No: | 633-2721-3 |
| Date Posted: | 01-07-2022 |

Equal Employment Opportunity Employer