



CLASSIFICATION NO. 173

Established: 12/84

Revised: 5/11, 8/15, 3/26

FLSA: Non-exempt

EEO: 5

ANIMAL HEALTH TECHNICIAN

CLASS CHARACTERISTICS

Under general supervision, to perform technical and paraprofessional duties in providing humane care, control and treatment to dogs impounded in the Clackamas County Animal Shelter; to perform behavioral observations and assessments of animals; to perform recordkeeping; to provide customer service, information and counseling to the public related to adoption, reclaim and care of animals; to perform general maintenance and cleaning of the shelter and the surrounding grounds area for safety and sanitary purposes; to humanely euthanize and dispose of animals; and to do other work as required.

DISTINGUISHING CHARACTERISTICS

The Dog Services Division administers the County's animal control program to enforce State and County laws and regulations governing the care, control, impounding, protection, licensing and disposal of animals. The Division also operates and maintains the County's animal shelter which houses stray, abandoned, and dangerous dogs.

The Animal Health Technician ensures and provides proper care, feeding and treatment of dogs in the County's shelter. Incumbents provide paraprofessional veterinary care and are certified by the State to perform euthanasia.

Animal Health Technician differs from Animal Care Specialist which does not provide paraprofessional veterinary care nor performs euthanasia. It also differs from the Animal Control Officer classifications which perform field enforcement of animal regulation laws.

TYPICAL TASKS

Duties may include but are not limited to the following:

1. Cares for the health and well-being of all animals in the shelter's care and custody; prepares food and feeds and waters animals according to the type and condition of the animal, or according to feeding schedules and instructions; provides animals in custody with daily mental health requirements and enrichment activities including walking dogs, teaching basic obedience, conducting play activities, maintaining and/or developing animals' social behavior through confidence development, and other activities appropriate for the animal; assists in creating and implementing animal behavior modification plans; evaluates animals for potential training and adoption.
2. Provides paraprofessional veterinary care for animals in the shelter's care and custody; consults with staff and/or outside veterinarian about animal medical care and problems; performs routine and pre-surgical health exams to prepare animals for surgery; collects various diagnostic testing samples including venipuncture and prepares samples and/or

performs in-house diagnostic tests such as biochemistry, ELISA blood test, urinalysis, fecal floatation and cytology; performs dental cleaning, scaling, polishing, dental radiology (x-rays) and charting; monitors animals before, during and after surgical procedures; assists with medical and surgical procedures including set-up and clean-up before and after surgery; after veterinarian induces anesthesia, monitors and adjusts anesthesia throughout surgery; administers prescribed and over-the-counter medications and preventive vaccines in accordance with established protocols and physician orders; prepares and administers medications and immunizing agents under the supervision of a licensed healthcare professional; applies and removes wound and surgical dressings; transports sick or seriously injured animals to and from outside veterinarian/veterinary clinics; maintains records on animals such as size, weight and physical condition, feedings, medical problems, treatments, medications, and provided care.

3. Performs general maintenance and cleaning of shelter facilities, grounds and building; cleans and disinfects all runs and animal holding facilities and materials in a manner that supports animal health and welfare; maintains and cleans outdoor facilities and grounds; performs basic building maintenance; maintains storage areas; monitors inventory of food, vaccines, medications and other veterinary supplies, and communicates re-supply needs to veterinarian; stocks ordered supplies and donations.
4. Receives incoming animals into shelter care including impounded and stray dogs; completes impound records; performs behavior and medical assessment for placement or disposition recommendation; conducts initial health exam and examines animals for illness, disease, or injury; administers routine intake vaccinations and medications; investigates, quarantines and observes animals suspected of having rabies and other communicable diseases; assigns and places animals from intake area to appropriate kennels; lifts, carries and/or controls animals for loading/unloading and transport between vehicle and shelter facility.
5. Assists public in finding lost pets or retrieving and reclaiming impounded animals; ensures information for animals is placed on Shelter website and available for public viewing; assists public with information and access to website; researches licenses, microchips and other information to locate owners; compiles records and forwards file to staff who complete the release of animal to owner.
6. Assists public in the selection of animals for potential adoption; screens adopters, provides general adoption education and counsels on specific needs of the shelter dogs; as appropriate, provides more detailed medical information on adoptable dogs with medical issues or needs; considers the dog's behaviors, traits and needs to determine if a match is suitable; escorts customers through the shelter; processes and conducts adoptions; provides information on general pet care.
7. Performs humane euthanasia on dogs according to shelter protocols and guidelines; removes and disposes of deceased animals in a safe, clean and efficient manner; maintains a clean euthanasia area and room; maintains euthanasia records and records of used controlled substances.
8. Assists Animal Control Officers as necessary such as providing written testimony in court cases involving animal welfare.

REQUIRED KNOWLEDGE AND SKILLS

Working knowledge of: Animal behavior, breed identification and basic animal health; dog anatomy and physiology; basic principles and procedures of technical veterinary medicine, including treatment and control of common diseases and basic first aid for dogs; safe and efficient animal handling techniques; State and County laws, rules, regulations, policies and procedures governing the control, impoundment, retention and release of dogs; safe and humane euthanasia techniques and procedures, including proper use and storage of controlled substances; record keeping techniques; public service techniques.

Skill to: Safely and effectively handle, care for and treat vicious, stray or diseased animals; handle and control animals while cleaning cages, pens and runs; administers injections and medications to dogs; explain proper care of animals to the public and adoptive owners; identify diseases and assess injuries in dogs and take appropriate safety precautions when handling such animals; perform humane euthanasia establish and maintain effective working relationships with the public, veterinarians, animal interest groups and County employees; prepare and maintain accurate records; communicate effectively, both orally and in writing; operate general maintenance and cleaning equipment; operate light vehicles to transport animals and supplies.

WORKING CONDITIONS

Duties require walking, prolonged standing, kneeling, bending, twisting, squatting, reaching forward/overhead, fine motor control and the ability to lift and carry up to 50 pounds having awkward size and shape, and the ability to push/pull 75 pounds. Duties also involve frequent exposure to loud noises, wet and slippery surfaces, and sick, injured, agitated, frightened or aggressive animals.

Incumbents are considered essential staff to provide vital animal care during incidents.

Must be willing to work evenings, weekends, and/or additional hours as requested.

MINIMUM QUALIFICATIONS

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

Experience: A minimum of one (1) year of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

Licenses/Certifications: None required.

PRE-EMPLOYMENT REQUIREMENTS

Must pass a pre-employment drug test.

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

Driving is required for County business to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.

POST-EMPLOYMENT REQUIREMENTS

Within six (6) months of hire, possession of Certification as Euthanasia Technician issued by the State of Oregon.

Edited: 9/17