

Registered Veterinary Technician – Riverside

Full Time – Regular Job Number 15296

Location – Riverside Salary Range - \$38,804 to \$64,329

ABOUT THE [COUNTY OF RIVERSIDE](#)

Riverside County offers diversity that few locations can match. To find out more, please visit our [website](#).

ABOUT THE DEPARTMENT

The County of Riverside Department of Animal Services (DAS) has a vision for the County to be a place where the need for euthanasia is no longer, and one that is educated and prepared to assure a safe, healthy and caring environment for its people and animals. They believe that the character of their organization is best reflected in the strong dedication of each one of their employees who strive to meet the highest standards of performance and compassion on behalf of the animals and people that they serve. As stewards of those who cannot speak for themselves, they recognize that they are entrusted with a great responsibility and strive to serve the community with transparency, honor, empathy and compassion. DAS operates four shelters located Blythe, Jurupa Valley, San Jacinto and Thousand Palms.

JOB DESCRIPTION

The Registered Veterinary Technician assists a Veterinary Surgeon by performing routine and para-professional duties involved in the surgical sterilization of small animals at a County Spay and Neuter Clinic; and assists in the care and treatment of animals; and do other work as required. The incumbent cleans and prepares instruments and medical supplies for Veterinarian's use, observes animals after surgery to detect any abnormal behavior or physical symptoms and reports findings to the Veterinary Surgeon.

The County Spay and Neuter Program and shelter functions as part of the Veterinary Services Division of the Riverside County Department of Animal Services, Community Health Agency. Sterilization surgeries are performed on small animals such as dogs, cats and rabbits. Shelter animals are examined and treated for minor illnesses or injuries.

Current vacancy is located in Riverside; however, this recruitment may be utilized to fill future vacancies countywide. Priority consideration will be given to individuals on department reinstatement/layoff lists.

For more details, go [HERE](#)

EXAMPLES OF ESSENTIAL DUTIES

Assist a Veterinary Surgeon in the administration of physical examinations to determine surgical fitness of animals by handling animals during the examination.

Prepare instruments and medical supplies for Veterinary Surgeon's use; prepare animals for sterilization surgery and assist with anesthesia procedures.

Provide the Veterinary Surgeon with supplies needed during the sterilization surgery of animals; provide support for any emergencies that might arise.

Monitor animals during surgery as needed; observe animals after surgery to detect any abnormal behavior or physical symptoms and report findings to the Veterinary Surgeon.

Clean and prepare surgical packs and instruments for sterilization prior to surgery; provide general care for and feed animals.

Under direction, render first aid, medical treatments, and therapy as required for hospitalized animals.

Assist with the admittance and discharge of animals to and from clinic.

Assist in training clinic personnel; order necessary materials and medications required by the Spay and Neuter Facility and Shelter.

Assist with filling prescriptions; assist spay and neuter staff with daily operations.

Observe general shelter population for illness and/or injury.

Assist veterinarians in treating shelter animals, including a variety of exotic animals, through the restraining and managing of many different species.

RECRUITING GUIDELINES

Education: Successful completion of the education necessary to obtain the required certification issued by the California Veterinary Medical Board.

Experience: One year of paid or voluntary experience working in a kennel, veterinary or animal shelter facility.

Knowledge of: Safe, humane and efficient methods for the care and treatment of small animals, particularly dogs and cats; equipment and procedures used at a veterinary clinic; physical and behavioral characteristics of small animals; substances and methods used to clean and disinfect animal habitats.

Ability to: Care for small animals; recognize abnormal behavioral and physical symptoms in small animals; safely handle and maintain clinic medical instruments and equipment; deal tactfully and effectively with the public; maintain simple records and prepare reports as necessary.

OTHER REQUIREMENTS

License/Certificate: Possession of a valid California Driver's License may be required.

Possession of a valid certificate as a Registered Veterinary Technician issued by the California Veterinary Medical Board.

Rabies pre-exposure prophylaxis may be required within 30 days of employment.

VETERAN PREFERENCE REQUEST

If you are a veteran, a spouse of a 100% disabled veteran, or a surviving spouse of a veteran who died of service-connected causes, submit a copy of your (or your spouse's) Member-4 Form DD-214 (or NGB-22) indicating dates of service, and a copy of your spouse's letter of disability (if applicable) to the Human Resources Department at recruiting@rivco.org. For privacy reasons, it is recommended that you remove your social security information from the document(s). A Human Resources Representative will review the materials and determine if you qualify for veterans' preference.

All documentation referenced above should be submitted to recruiting@rivco.org before this job posting expires. Please remember that you will need to resubmit your Member-4 Form DD-214 (or NGB-22), and a copy of your letter of disability (if applicable) for some public safety positions even if you have submitted one in the past to the County of Riverside.

WHO MAY APPLY

This recruitment is open to all applicants.

APPLICATION PERIOD

The preliminary closing date for this posting is **Thursday, March 21, 2019, at 11:59 pm** however postings may close at any time.

Applications received prior to the closing date will be considered based on the information submitted. Changes or alterations cannot be accepted. No late applications will be permitted.

Applications must be submitted through Job Gateway at <http://www.rc-hr.com/Careers/JobGateway.aspx>

Include relevant work experience details on resume and/or application.

Applicants who fail to provide information demonstrating they possess the position requirements may not be considered further in the application process. A description of job duties directly copied from the job classification or job posting will not be considered.

Upload a copy of any license(s), degrees, and/or related employment documents to your Job Gateway account.

BASED ON THE NUMBER OF APPLICATIONS RECEIVED, THIS POSTING MAY CLOSE WITHOUT NOTICE.

CONTACT INFORMATION

If you have questions regarding this posting, please contact Deborah Santos at 951-955-6964 or dcsantos@rivco.org.

If you are having technical difficulties during non-working hours, please refer to our self-help site at: <http://www.rc-hr.com/FAQs/Job-Gateway>

ALL COMMUNICATION REGARDING THIS RECRUITMENT IS SENT THROUGH EMAIL. IT IS THE APPLICANTS RESPONSIBILITY TO ENSURE THAT A VALID EMAIL ADDRESS HAS BEEN ADDED TO THEIR JOB GATEWAY ACCOUNT PROFILE.

GENERAL INFORMATION

For specific questions regarding this position, contact the recruiter listed.

Benefits and detailed job description information is available for all Riverside County classifications on the job descriptions page at <http://rc-hr.com/Careers/JobDescriptions.aspx>.

Information regarding employment requirements, including pre-employment drug/alcohol test, background check, physical exam, initial probationary period is available at www.rc-hr.com. Procedures for reasonable accommodation, as required by the Americans with Disabilities Act (ADA) and Fair Employment and Housing Act (FEHA), may be found at <http://dao.rc-hr.com>.

~ Applications must be submitted through the Riverside County Job Gateway System.

~ Current County Employees must use their Employee Self-Service Account to apply.

~ All other applicants must apply using <https://jobs.co.riverside.ca.us>

The County of Riverside is an Equal Opportunity Employer. It is the policy of the County of Riverside to provide employment opportunity for all qualified persons. All applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender, gender identity, gender expression, marital status, ancestry, medical condition (cancer and genetic characteristics), genetic information, or denial of medical and family care leave, or any other non job-related factor.