

Position Opening

Veterinary Assistant – Ambulatory Service at Catskill Veterinary Services, PLLC in Rock Hill, NY

Catskill Veterinary Services, PLLC is growing and we are looking for a Veterinary Assistant for our Ambulatory Service who wants to practice collaborative medicine and provide compassionate care while making a difference in the lives of pets and people in our community.

Hours

Part-time schedule, weekdays only, 10 hour shift

Primary Function

Assisting the veterinarians as they perform hour calls/farm calls

The job includes:

- Driving an extended cab/bed pick up truck – Must have a clean driving record and may be subject to background checks and drug testing
- Cleaning, organizing, and maintenance of the veterinary equipment/veterinary truck including filling the gas (using the company account). This also includes washing the vehicles
- Safely restraining/handling dogs, cats, horses, and livestock
- Processing laboratory samples
- Filling medications and vaccinations
- Basic computer skills/data entry
- Stocking and maintaining inventory

Requirements:

- Competent and appropriate communication skills are vital
- Customer service oriented is critical
- Applicants must be dependable and professional
- Be able to lift 60 lbs.
- Must be able to kneel for periods of time
- Be comfortable around companion animals (dogs/cats), horses, and livestock
- Must be willing to work in all sorts of weather conditions/climates as we often work outdoors – Including rain, snow, and heat
- Candidates must be able to follow directions and take constructive feedback. We feel feedback is a gift and we strive to improve ourselves
- Valid NYS Driver's License
- Professional and mature personality

- Applicants will be expected to participate in lateral service – meaning you may be assigned to work in the veterinary hospital as well

Essential Job Duties:

- Assist the doctor in procedures/consultations
- Stock and maintain the vehicle(s) daily and all equipment
- Answering the phone and helping to schedule consultations and client callbacks
- Entering patient information into the database program
- Candidate must be comfortable with euthanasia and respectful of the process and remains calm during transport

Computer Skills:

Candidate must be comfortable with basic computer work which would include but not limited to MS Word, MS Excel, and other web applications.

The candidate will be required to use our medical software system – EzyVet

Education Requirements

HS Diploma or GED Equivalent – College education is ideal

Compensations & Benefits:

Pay: \$18.00 per hour

Benefits: Paid time off, retirement plan

Ability to commute/relocate: Rock Hill, NY 12775: Reliable commute or planning to relocate before starting work (required)

Experience: Animal handling – 1 year (preferred)

How to Apply:

Applicants must send a Resume and Cover Letter

Appropriate candidates may be asked to provide references and perform shadow interviews and other training days before being offered the job. To learn more, visit:

<https://catskillvetservices.com/careers/>.