

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION**

Job Title	<u>Zoo Veterinarian</u>
Sch & Grade	<u>PAT-12</u>
Class Code	<u>BH03</u>
FLSA Status	<u>Exempt</u>
Bargain Unit Elig.	<u>Not Eligible</u>
Occupational Series	<u>Zoo</u>

PRIMARY PURPOSE: To serve as a clinical and research veterinarian; coordinate veterinary activities; maintain the health and well-being of the zoological collections associated with the Dickerson Park Zoo.

SUPERVISION: Under general supervision of the General Curator. Supervises the Animal Health Technician.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Supervises the activities of the Animal Health Technician including scheduling work, training and conducting performance evaluations.
2. Performs veterinary services for the Dickerson Park Zoo.
3. Examines and treats animals and prescribes medications as required.
4. Establishes and oversees a preventative health care program for the zoo's animal collection.
5. Consults and coordinates with other professionals and institutions and/or researches information to carry out duties.
6. Oversees the maintenance of medical/surgical equipment and supplies at the zoo's hospital/isolation/quarantine facilities.
7. Establishes, coordinates, and oversees diagnostic and laboratory services program.
8. Inspects animal facilities and makes recommendations for aspects of husbandry.
9. Carries out necessary animal anesthesia and tranquilization.
10. Obtain necessary permits for controlled substances used in the veterinary program and maintains control of them; including all required paperwork associated with the possession of those materials.
11. Examines, tests, and vaccinates incoming and outgoing animals as required by state and federal law and will prepare necessary health certificates and related documents for animal transfers.
12. May be required to assist in the preparation of paper presentation, publications, or in the solicitation of grants.
13. Will perform research with animal collection at the discretion and authorization of the general curator to include: reproduction, behavior, nutrition and other studies deemed necessary.
14. Consults and coordinates with Park Board's Special Facilities Division staff regarding animal care and health issues.

IMPORTANT FUNCTIONS:

1. Attends training for professional development purposes.

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

Knowledge

Principles and procedures dealing with the medical care of exotic animals, including medication, preventative health, anesthesia and tranquilization, and the management of controlled substances; knowledgeable in the husbandry, reproduction, behavior, and nutrition of exotic animals.

Abilities

Prepare and maintain a variety of manual and computerized records and reports; maintain and operate a variety of medical/surgical equipment; control and care for a variety of animals; ability to assess situations accurately and make recommendations based on sound, independent judgment; ability to regularly exercise discretion and judgment in carrying out work; maintain sanitary conditions; follow oral and written instructions; present an overall professional image; prepare clear and comprehensive reports; performs effectively as a member of the team in carrying out the City’s stated mission and philosophy; perform the essential functions of the job without posing a direct threat to the health and safety of others.

Experience, Education, and Training

Graduation from an accredited school of veterinary medicine.

Physical Requirements

Performs bending, squatting, kneeling, and reaching from ground level and overhead; push and pull up to 75 pounds; hold and grip objects.

Working Environment

Both indoor and outdoor working environment with exposure to dust and pollen; subject to a variety of extreme weather conditions.

Licensing/Certification

Must possess a valid Missouri Vehicle Operator’s License. Must have a license to practice veterinary medicine; must be licensed to practice in the state of Missouri within six months of employment; must possess a Federal Drug Administration-Drug Enforcement Agency Certificate for all schedules; and the ability to secure accreditation by the United States Department of Agriculture is required.

Miscellaneous Requirements

Will be on call for emergencies or special cases that may require services after the regularly scheduled hours.

Last Revision:	June, 2007	GENERAL ORDINANCE NO. 5708
Comments:	Contract Position to FTE	Date: August 2007

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.

Signed: _____ **Date:** _____