

Class Title: Veterinarian

BRIEF DESCRIPTION OF THE CLASSIFICATION:

Provides daily care to exotic and domestic animals in exhibits and holding facilities. Conducts education, conservation and research activities involving the animal collection. Directs the operations of the veterinary clinics and medical care program under the general direction of the department head or designee. Performs other duties as assigned.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.

Physical Strength Code		ESSENTIAL FUNCTIONS
1	VH	Manages and directs the veterinary clinic and clinical laboratory in compliance with all federal, state and local regulations. Prepares, dispenses and administers medications to animals; performs surgery and treatment of animals. Oversees the collection blood, urine and fecal laboratory samples and reviews analyses provided by veterinary staff. Reviews radiography and radiographs water quality testing and other testing as required.
2	L	Diagnoses and prepares a plan for treatment; ensures completion of implementation plans for treating illness and preventive care.
3	S	Ensures proper preparation and maintenance medical records, animal daily reports, inventories and medication stores, medical supplies, and laboratory and clinical equipment. Approves purchase orders and manages equipment, supplies, and recordkeeping for all animal examinations, surgical procedures, and necropsies.
4	H	Provides consultation and guidance to staff on complex cases; participates in peer review activities and make recommendations as indicated; may provide instruction trainees, staff, and others. Provides medical support and education for veterinary staff. Ensures the provision of care to animals by monitoring individual diet plans, feedings, grooming, administration of medications, and animal behavior.
6	S	Works with applicable staff to aid in developing and implementing medical/nursing policies and procedures, and agency goals and objectives.
7	L	Assists in or conducts approved research; may supervise and participate in field activities and the transportation of animals; and enforces visitor regulations.
8	L	Oversees projects and staff by planning schedules and budgets, identifying work processes, assessing project and personnel performance, developing strategies and performance goals, and coordinating work assignments. Performs other duties as assigned.

CLASS REQUIREMENTS:

CLASS REQUIREMENTS	
Formal Education / Knowledge	Graduation from an accredited medical school with a degree in veterinary medicine (DMV).
Experience	Requires adequate experience to ensure a level of professional skill vital to the provision of veterinary medicine.
Certifications and Other Requirements	Licensure in the State of Virginia as a Veterinarian required within 6 months of hire. Valid Driver's License.
Reading	Medical histories, interpreting laboratory and medical test results, legislation, program mandates/standards, agency goals and objectives.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division; ability to procure and prescribe controlled substances.
Writing	Ability to prepare treatment plans, patient notes, reports, ability to assist with developing medical policies/procedures.
Managerial	Managerial responsibilities include planning animal care, clinic operations and laboratory maintenance activities, maintaining inventory, and allocating resources; making recommendations regarding policy development and implementation.
Budget Responsibility	N/A
Supervisory / Organizational Control	Work requires the regular direction of a group of individuals such as zookeepers, helpers, interns, and volunteers. Includes planning and evaluating work, completing performance reviews, and hiring and training staff.
Complexity	Work is governed by broad instructions, objectives, and policies. Requires the exercise of considerable initiative and independent analytical and evaluative judgment.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision making authority for purchases or projects. Works with individuals outside the City who may belong to professional or peer organizations. Working with various state and federal agencies may also be required.

CSC Adopted: June 2014, CSC Revised: December 2016

OVERALL PHYSICAL STRENGTH DEMANDS:

Sedentary	Light	Medium	Heavy X	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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This is a description of the way the job is currently performed; it does not address the potential for accommodation.

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	Standing at counter for lab procedures, exams and surgeries
Sitting	F	Computer work, meetings
Walking	F	Walking through zoo to animal exhibits
Lifting	F	Lifting animals and equipment
Carrying	F	Carrying medications, vet box, and animals
Pushing/Pulling	O	Use of hand dolly, pulling exhibit doors open, pushing equipment into position
Reaching	F	Obtaining supplies from shelves and catching animals
Handling	F	Handling animals, equipment and supplies
Fine Dexterity	F	Typing on computer keyboard, using lab equipment
Kneeling	O	While restraining animals and performing surgeries
Crouching	O	While restraining animals and performing surgeries
Crawling	R	Searching for dart equipment, taking samples, etc.
Bending	O	Picking up equipment and various objects; restraining and examining animals
Twisting	O	Animal captures, surgery, escaping from aggressive animals
Climbing	O	Turn off lights/air conditioning, assist with animal captures, escape from aggressive animals
Balancing	R	Animal introductions or emergencies; walking on walls or fences
Vision	C	Computer work, recording data, observing animals
Hearing	C	Listening to staff; taking inquiries, listening to animals for vital signs
Talking	C	Oral communication with staff and visitors
Foot Controls	O	Driving, walking, and maneuvering into exhibits
Other (specify)		

CSC Adopted: June 2014, CSC Revised: December 2016

MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:

X-ray machine, anesthesia machine, dart guns, capture rifles, catch poles and nets, squeeze cages, pulse ox meter, ultrasound, autoclave, computer, telephone, fax machine

ENVIRONMENTAL FACTORS:

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS		PRIMARY WORK LOCATION	
Mechanical Hazards	W	Dirt and Dust	W	Office Environment	--
Chemical Hazards	D	Extreme Temperatures	W	Warehouse	--
Electrical Hazards	M	Noise and Vibration	M	Shop	--
Fire Hazards	M	Fumes and Odors	D	Vehicle	--
Explosives	M	Wetness/Humidity	W	Outdoors	X
Communicable Diseases	M	Darkness or Poor Lighting	M	Other (see 2 below)	X
Physical Danger or Abuse	W				
Other (see 1 below)					

- (1)
- (2) Clinic, laboratory

PROTECTIVE EQUIPMENT REQUIRED:

Rubber gloves, face shield, x-ray apron, bite gloves

NON-PHYSICAL DEMANDS:

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NON-PHYSICAL DEMANDS	
Time Pressures	O
Emergency Situations	O
Frequent Change of Tasks	O
Irregular Work Schedule/Overtime	O
Performing Multiple Tasks Simultaneously	F
Working Closely with Others as Part of a Team	F
Tedious or Exacting Work	O
Noisy/Distracting Environment	O
Other (see 3 below)	

- (3)