

JOB DESCRIPTION

Title: Animal Medical Technician

Supervised by: Director of Operations

Status: Full-Time, Non Exempt

Organization

Friends for Animals of Metro Detroit (FAMD) is dedicated to the rescue, protection, and adoption of companion animals in need while inspiring the human-animal bond.

As animal advocates, we are committed to:

- Saving all adoptable animals.
- Providing high-quality animal care and adoption services.
- Delivering innovative outreach programs and activities that promote education.
- Promoting animal welfare legislation.
- Embracing environmental responsibility with earth-friendly practices and facilities.

Summary

Performs technical and routine animal care and related duties for Friends for Animals of Metro Detroit Shelter provides animal sheltering services to the city of Dearborn. The work involves giving health examinations, vaccinations, injections, medications, treatments, record keeping and performing related shelter duties. The Animal Medical Technician (AMT) will be required to become certified to euthanize animals. The AMT carry out daily assignments, follow up on matters, and use independent judgment and training to take appropriate actions to deal with standard recurring situations.

Essential job Functions

- Receives, examines and vaccinates animals. Administers medication, conducts health exams and health assessment tests and administers first-aid and medical treatments when necessary.
- Assists visiting veterinarian on rounds and is responsible to report findings or recommendation to the Shelter Manager.
- Performs humane euthanasia.
- Handles animals and makes determinations regarding their health disposition.
- Cleans cages, feeds animals and performs related housekeeping duties in assigned areas.
- Prepares specimens for rabies testing.
- Assists to keep proper inventory levels of vaccine, medicine and other medical related supplies. Informs supervisor when reordering is necessary.

Other Duties

Performs related work as required.

Knowledge, Abilities and Skills

- Knowledge and skilled in technical procedures used in administering injections, drawing blood, and humane euthanasia.
- Knowledge of animal care and identification of various animal species.
- Knowledge of proper animal health protocols.
- Skilled in administering medications and medical treatments.

Friends for Animals of Metro Detroit

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- Skilled in performing health assessment tests.
- Handles animals safely and effectively.
- Follows proper cleaning procedures.
- Knowledge and ability to make humane decisions for the animals.

Training and Education

Preferred candidate would be a Veterinary Assistant. Equivalent experience working in the animal medical field and education could be considered.

Licenses/Certificates

Certification in humane euthanasia

Special Requirements

None

Physical Demands

The work is performed in office and shelter surroundings. Typical positions require workers to walk or stand for long periods; lift and carry up to 50 pounds; climb stairs, bend, reach, hold, grasp and turn objects; and use fingers to operate computer keyboards. The work requires the ability to speak normally and to use normal or aided vision and hearing.

Other Factors

- Work is subject to frequent interruptions.
- Employee is subject to work weekends, holidays and beyond normal scheduled hours.
- Employee is subject to work outside in a variety of weather conditions.

Supervises

No one

I, _____, **have read and understand the job description listed.**
Print Name

Employee Signature

Date