



Veterinary Technician: Animal Care

The Ottawa Humane Society is a non-profit, community-based organization and a registered charity. Since 1888, we have been the leading organization providing a safe haven for sick, injured and homeless animals in Ottawa. For more information on the Ottawa Humane Society, visit us at: <http://www.ottawahumane.ca>.

Under the direction of the Supervisor: Kennel, the Veterinary Technician: Animal Care is responsible for the health and wellbeing of Ottawa Humane Society (OHS) and other animals. We offer a competitive wage, between \$24.67 to \$30.04 per hour, commensurate with experience. As well, we offer generous sick leave, vacation, life insurance, long term disability, employer paid extended health and dental benefits and a registered pension plan. This is a full time permanent position working 72 hours per biweekly pay period.

What would you do?

- Ensure the emotional and physical health of OHS animals
- Provide medical and general animal assessment services
- Monitor animal health and well-being
- Administer prescribed treatments and other medical and diagnostic interventions
- Provide education, information and support to OHS clients and other OHS staff
- Assist veterinarians for rounds and as required
- Represent OHS in a professional manner
- Be thoroughly familiar with pertinent legislation, regulations, guidelines, OHS policies and good animal care practices
- Track and ensure closure on all OHS animal files
- Participate in supervision, evaluation and training sessions
- Maintain OHS facilities and equipment
- Prepare accurate expense accounts and other forms
- Produce written reports and records
- Maintain computerized files
- Network with other service providers and professionals
- Attend staff meetings and other meetings as required
- Provide training and orientation to new staff as required
- Support volunteers
- Train and supervise student and work placements
- Be familiar and ensure compliance with all health and safety policies and procedures
- May be required to assist in the hiring of staff
- Participate in appropriate OHS committees
- Contribute to ongoing evaluation of program objectives
- Participate in the identification and achievement of OHS objectives
- Maintain a comprehensive knowledge of social, environmental and cultural issues relating to animal health and welfare
- May be required to participate in public relations and promotional activities

What are we looking for?

- A Veterinary Technician diploma from a recognized college
- Related work experience
- Demonstrated excellent customer service, crisis management and conflict resolution skills

- Demonstrated excellent teamwork abilities
- Demonstrated ability to relate well to people from a wide variety of backgrounds
- Advanced verbal and written skills in English are required
- Bilingualism (English/French) is preferred

Please contact careers@ottawahumane.ca if you would like a copy of the full job description.

Individuals are required to be fully vaccinated against COVID-19 as a condition of being hired by the OHS. Medical exemptions and accommodation under human rights legislation are considered under the vaccination policy.

How to Apply: If you are interested in this opportunity and have the above qualifications, please forward your resume and cover letter to the attention of the Manager, Human Resources via email to careers@ottawahumane.ca.

The Ottawa Humane Society is an equal opportunity employer. The OHS offers accommodation for applicants with disabilities in its recruitment processes. If you are contacted by the OHS regarding a job opportunity, please advise prior to the interview if you require accommodation.

We thank all applicants for applying, however, only candidates selected for interviews will be contacted. No phone calls please.