



## Veterinary Technician-MSNS– Full Time

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 overall direction of the Manager: Animal Care (Clinic) and the Manager: Community Programs (MSNS), and the immediate supervision of the veterinarian, the Registered Veterinary Technician: Clinic Services is responsible for the health and well-being of Ottawa Humane Society (OHS) and owned animals in the OHS Clinic and in the OHS Mobile Spay Neuter Clinic. We offer competitive wages between \$24.67-30.04

### What would you do?

- Ensure the emotional and physical health of OHS and owned animals
- Provide surgical support to the veterinarian, including but not limited to surgical preparation and recovery, and administering and monitoring anaesthesia
- Provide medical and general animal assessment services
- Administer prescribed treatments and other medical and diagnostic interventions
- Provide education, information and support to OHS clients and other OHS staff
- Assist the veterinarian as required
- Ensure accurate and timely recording of all veterinary records, including, but not limited to, controlled drug logs and surgical records
- Be thoroughly familiar with pertinent legislation, regulations, guidelines, OHS policies and good animal care practices
- Participate in supervision, evaluation and training sessions
- Maintain OHS facilities and equipment
- Prepare accurate expense accounts and other reports and forms
- Maintain computerized files
- Network with other service providers and professionals
- Attend staff meetings and other meetings as required
- Train and support student and work placements
- Provide training and orientation to new staff as required
- Train and support volunteers
- Be familiar and ensure compliance with all health and safety policies and procedures
- May be required to assist in the hiring of staff
- May be required to assume the responsibilities of a Supervisor

### What are we looking for?

- A Veterinary Technician diploma from a recognized college
- Registration with the Ontario Association of Veterinary Technicians
- A minimum of two years' clinical experience
- Experience in dental examination and cleaning
- Supervisory and/or training experience a strong asset
- 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

**Please contact [careers@ottawahumane.ca](mailto: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](mailto: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.