

## **VETERINARY AIDE**

**DEFINITION:** Under general supervision, performs work of routine difficulty in assisting veterinary staff, extension agents and technicians in a wide variety of tasks in the care and treatment of animals; maintains a clean environment; drives veterinary mobile unit; performs preventive maintenance for mobile unit and generator; performs related work as assigned.

**ESSENTIAL FUNCTIONS:** This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

### **TASKS:**

Assists veterinary mobile staff by providing basic treatment and procedures, including injections, wound dressing; supports surgical team during surgical procedures; assists in preparing animal, equipment and instruments for surgical procedures; restrains animals for examination and anesthesia induction; monitors patients before, during and after surgery to ensure appropriate recovery; follows cleaning protocol for prevention of infectious disease; organizes, cleans and sterilizes surgical instruments and packs; cleans and rewraps all surgical packs for surgical team; places newly wrapped packs in the autoclave for sterilization.

Sets up tables, cages and canopy at each mobile site; prepares examination or treatment room; performs intake and discharge of surgical patients; keeps mobile unit stocked with supplies; maintains a clean environment; removes trash, debris, feces at site set up; cleans, disinfects cages, work areas and surgical equipment.

Drives veterinary mobile unit; maintains mobile unit and generator; checks tires, fluids and gasoline level for mobile unit and generator; performs generator maintenance checks and operation; checks and maintains electrical power adapter AC connections; maintains mileage log, mobile unit and generator maintenance log; may assist in educating clients on responsible animal care pre- and post-surgery, and the importance of following discharge instructions.

### **KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:**

Knowledge of basic animal health, nutrition, and treatment.

Knowledge of basic care and treatment techniques utilized by veterinarians and other animal health care specialists.

Knowledge of preventive health care recommendations.

Skill in providing medical and related assistance and care under the direction of veterinarian.

Skill in establishing and maintaining effective and cooperative working relationships with others.

Skill in communicating and paying close attention to detail.

Ability to work in a fast-paced, team-oriented high volume mobile clinic operating in various locations.

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work involves being in close proximity to animals that may be sick, or injured. Work also requires the ability to work in and out of doors in varying weather conditions at all times of the year, lifting animals 50 lbs, walking, carrying heavy, bulky equipment and other items. There is the risk of potential exposure to harmful chemicals, injuries when restraining animals and other hazards.

### **MINIMUM QUALIFICATIONS:**

- A high school diploma or GED; and six (6) months of work experience handling animals in a veterinary clinic or closely related field environment.

THE NAVAJO NATION

Class Code: 3075  
Natural Resources and Parks Series  
Range Management Group  
Overtime Code: Non-Exempt  
Pay Grade: 55

**VETERINARY AIDE**

**PREFERRED QUALIFICATIONS:**

- One (1) year of work experience providing technical, medical and/or other assistance in a veterinary clinic or closely related field environment.

**SPECIAL REQUIREMENTS:**

- Possess a valid state driver's license.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.