

VETERINARY MEDICAL OFFICER

DEFINITION: Under administrative direction, performs and undertakes a variety of tasks in the management, administration and supervision of medical services and programs associated with the overall care of livestock, farm animals and wildlife; engages in the prevention, control and eradication of animal diseases; 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:

Oversees the day-to-day functions of the veterinary clinics and services providing preventive care, routine treatment, emergent care and disease surveillance; provides Navajo Nation wide public health veterinary services including supervision, of the Zoonotic diseases; works with the States of Arizona and New Mexico veterinary boards on issues dealing with zoonotic diseases; performs disease surveillance and maintains interaction with other agencies at the state level and other key partners; works with Indian Health Services, Navajo Nation Department of Health and other tribes on veterinary public health issues involving Native American lands in New Mexico and Arizona; works with local animal control program and veterinarians on problems related to rabies control as needed; provides recommendations for the direction of clinical services;

Performs diseases surveillance testing for animal health; investigates animal disease in all livestock to minimize or eradicate the spread of infectious diseases not endemic to the local area that could have devastating consequences for state commerce; traces diseased animals and groups of animals utilizing diagnostic testing and tissue sampling of live and dead livestock; provides education to veterinarians who interface between domestic and wildlife regarding zoonotic diseases transmission and prevention; educates animal owners on the importance for testing for disease surveillance; prepares and distributes public notices of zoonotic diseases for Navajo Nation wide distribution on an as needed basis.

Provides veterinary services for small animals, performing high volume of surgical procedures for spay and neuters; provides primary care services for preventive treatments, trauma treatments and animal wellness; provides veterinary services for large animals, performing wellness clinics and preventive treatments for equine, bovine and ovine species; provides gelding projects when requested and regulatory services for movement on large animals; provides feedback to clients on the services.

Supervises, manages and instructs assigned staff; provides input and information regarding budget development and expenditures; complete staff performance evaluations; provide recommendations for improvement; initiates and oversees preventative medical programs and services; provides education, information and assistance; attends meetings and gatherings; provides technical assistance and services; investigates situations and circumstances; maintains files, records, statistics and other information and prepares reports; tracks and maintains supply, medication and materials inventory; orders and/or approves ordering of supplies, equipment and other materials; attends meeting with staff, oversight committees and other partners).

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of applicable Navajo Nation, and state and federal statutes, rules, administrative orders, policies and procedures.

Knowledge of a wide range of diseases, symptoms, diagnostic tools and techniques, medicines and surgical procedures associated with the care and treatment of livestock, domesticated and wild animals. Knowledge of animal anatomy and skeletal structure.

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Knowledge of the basic principles of management, administration, supervision, accounting, bookkeeping, files, records and case management.

Knowledge of community resources and the principles of providing public education and training.

Skill in assessing, analyzing and applying diagnostic techniques to individual situations and circumstances.

Skill in performing surgical procedures on a variety of livestock species, domesticated and wild animals.

Skill in communicating and developing reports and other documents for internal and public dissemination.

Skill in operating a personal computer utilizing a variety of software applications.

Skill in establishing and maintaining effective and cooperative working relationships.

Ability to communicate effectively both written and orally.

Ability to organize and collate information and prepare scientific and administrative reports.

Ability to organize and supervise the activities of technical and support staff.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work involves potential bodily harm in working around and caring for sick and/or injured domesticated, farm and/or wild animals. Work also requires the ability to work in and out of doors in varying weather conditions at all times of the year. Walking over long distance, carrying heavy, bulky medical and/or other equipment, climbing ladders or into trenches may also be required. There is the risk of potential exposure to harmful chemicals, pesticides, noxious fumes and other hazards.

MINIMUM QUALIFICATIONS:

- A Doctor of Veterinary Medicine degree; and five (5) years of experience in providing veterinary services for both large and small animals in a veterinary setting, including experience in performing regulatory services in a veterinary setting.

Special Requirements:

- Possess a valid Arizona Veterinary License and a valid New Mexico Veterinary License in good standing or must be able to obtain within 30 days of date of hire.
- Possess a Drug Enforcement Agency License or must be able to obtain within 30 days of date of hire.
- United States Department of Agriculture (USDA) accreditation by the Nation Veterinary Accreditation Program (NVAP).
- Possess a valid state driver's license.

PREFERRED QUALIFICATIONS:

- Two (2) years of veterinary practices/work experience.
- State Licensed.

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.