Central Florida Large Animal Veterinary Services
2331 Eastern Ave
Saint Cloud, FL 34769
407-892-2034

Veterinary Assistant Job Description

The specification of exact duties varies from day to day pending the appointments made. This position will work along side of the Veterinarian assisting them with routine large animal veterinary care of animals, paperwork/billing of the clients and the stocking and cleaning of the truck and equipment. Position will also occasionally work in the boarding kennel as needed. Hours: 30-40/week

Veterinary Assistant

Major Duties and Responsibilities:

- Input patient information, billing and payments into the computer
- Assist veterinarian with x-rays, ultra sound and other large animal procedures
- Restrain animals for the veterinarian
- Complete paperwork for lab test requested
- Stock truck and take routine inventory of supplies needed
- Keep Truck and storage shed neat and orderly
- Prepare shots and injections for the veterinarian
- Any additional assistance needed by the veterinarian or office

Skills and Abilities:

- Accurately add, subtract, multiply, and divide.
- Carry out instructions furnished in written, oral, or diagram form.
- Regularly stand for extended periods.
- Frequently walk, stoop, kneel, or crouch, and lift or move up to 50 pounds.
- Maintain confidence around animals.

Experience, Education, and/or Training:

- High School Diploma, Specific large animal training preferred

Other Significant Facts:

Physical Effort: Often requires lifting and carrying materials weighing up to 50 lbs. Frequently requires handling of materials up to 20 lbs. Walking and/or standing for long periods. Frequently works in a bent position. May be required to use strength or agility in capturing and restraining stronger, more active animals

Working Conditions: Work is normally performed outside, therefore temperature can be extremely hot in Florida. Exposure to unpleasant odors and noises. Exposure to bites, scratches and animal wastes. Possible exposure to contagious diseases.