

CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

CLASSIFICATION

TITLE: Veterinarian

CLASS CODE: 2119

GENERAL DESCRIPTION OF DUTIES:

Incumbents perform work of considerable difficulty in diagnosing and treating rabies in dogs and other animals at the Animal Regulation Center. Provides health care to animals kenneled at the Animal Regulation Center.

DISTINGUISHING CHARACTERISTICS:

This is an advanced-level professional classification in the Public Safety and Security Series - Animal Control Group job family within the City of St. Louis. Incumbents perform a variety of considerably difficult duties. The distinguishing characteristics of this classification within the series include responsibility for diagnosing and treating dogs and other animals and providing health care for all animals at the Animal Regulation Center.

Incumbents work under general direction. They are generally in charge of an organizational unit, plan and carry out assignments with considerable independence, and have some latitude in developing procedures and methods. Supervision is given by occasional conferences.

This is a supervisory class, delegated on a regular daily basis the accountability and signature authority, for actions and decisions that directly impact the pay status and tenure of **two or more full time equivalent** positions. The supervisory duties must include:

Providing documentation to support corrective and disciplinary actions;

Signing performance plans and appraisals;

Resolving informal grievances or formal grievances at the first step; and

Starting the hiring process, interviewing applicants and recommending hires, transfers or promotions.

The supervisor has authority to plan, organize, assign and direct the work of other agency employees, and is accountable for the work performance of those employees.

EXAMPLES OF WORK (Illustrative Only):

(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)

Plans, organizes, assigns and directs the work activities of subordinate staff to realize the unit's work goals and to ensure the consistent application of unit and/or technical policies, procedures and guidelines.

Confers with and counsels subordinate staff to exchange information and/or explain work policies, procedures and guidelines; and identify work-related problems, problem characteristics, impact and formulate possible solutions.

Reviews and compares work performance and/or products of subordinate staff with established standards to determine employee production levels, training needs and to determine for recommendation to agency management appropriate personnel actions such as promotions, disciplinary actions, status changes, separations and grievance dispositions.

Trains subordinate staff in the work principles, policies and or procedures to maintain and/or improve the production levels of employees in accordance with established work performance standards.

Observes all animals at the Animal Regulation Center for rabies and other animal related diseases.

Administers rabies vaccine to all animals displaying symptoms of rabies.

Recommends and supervises the isolation of all animals suspected of rabies infection for more intensive observation.

Makes professional diagnosis of animal sickness or injury and recommends treatment in those cases where treatment is feasible.

Administers first aid in the treatment of minor cuts, scrapes, bruises and lacerations.

Vaccinates for rabies all dogs not previously been vaccinated before animals are released to owners.

Euthanizes animals as condition warrants and in accordance with city ordinances.

Provides information to dog owners and other interested persons about rabies control and the general care of animals.

Completes reports and other records.

Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Data Utilization:

Requires the ability to perform mid-upper level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Human Interaction:

Requires considerable knowledge of diseases related to dogs and cats; knowledge of principles and practices of veterinary medicine. Requires the ability to interpret and explain pertinent laws and regulations. Requires skill in enforcing laws and regulations with firmness and tact. Training of subordinate staff.

Equipment, Machinery, Tools and Materials Use:

Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as stethoscope, blood pressure cuff, syringe, pill dispenser, computer terminal, telephone and/or related materials used in performing essential functions.

Verbal Aptitude:

Requires the ability to utilize reference, descriptive, consulting, design and advisory data and information such as medical records, lab reports, training materials, treatment guidelines, veterinarian medical textbooks and journals.

Mathematical Aptitude:

Requires the ability to perform addition, subtraction, multiplication and division; calculate percentage, decimals and fractions.

Functional Reasoning:

Ability to deal with several concrete and abstract variables in working out approaches to major problems.

Situational Reasoning:

Requires the ability to exercise the judgment, decisiveness and creativity required in critical and/or unexpected situations involving moderate risk.

Environmental Factors:

Tasks may risk exposure to adverse environmental conditions, such as odors, toxic/poisonous agents, bites, potential violence, disease or pathogenic substances.

Physical Requirements:

Requires the ability to lift, carry, push, and pull moderately heavy objects and materials, twenty (20) to fifty (50) pounds; and may occasionally involve objects and materials up to one hundred (100) pounds, such as dogs and other animals.

Requires the ability to stoop, bend and twist.

Sensory Requirements:

Requires the ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds and odors to evaluate animals' condition and communicate with owners and others.

The City of St. Louis is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of St. Louis will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.