

Butte Humane Society Spay and Neuter Clinic is currently hiring for a surgical assistant and kennel staff position!



**Core Responsibilities :**

- Weigh, house, and prepare surgical charts for BHS animals
- Keep pre/post-op area stocked with supplies and sanitized
- Prepare surgical packs
- Sanitize surgery suite, prep room, and pre/post-op room cages
- Graduate post-surgical patients
- Assist with surgery patient discharge

**Requirements:**

- Manage animal database to keep accurate, professional, and legible records, including all forms and data entry of animal information, status, location, etc.
- Follow established safe and humane protocols in handling of animals
- Learn and apply both public and shelter preventative protocols.
- Ability to give both oral and injectable medications
- Follow cross contamination protocol.
- Follow medical protocol
- Has a clean driving record and current drivers license
- Follow all established safety procedures and protocols
- Model safe work practices by following all safety guidelines to ensure a safe work environment
- Demonstrate understanding of animal diseases and transmission to other animals and people.

**Working Conditions:**

Team member performs duties in all areas of BHS facilities. The environment can be dirty, smelly, noisy, stressful, and demanding. There is exposure to potentially dangerous chemicals, animals, parasites and infectious disease. Subject to animal bites and scratches while handling animals. Work can be physically and emotionally demanding.

**Work Schedule:** Monday through Friday, 3-7 pm

**Physical Demands:** Must be able to lift a maximum of 50 lb

**Additional Requirements:**

- Prefer experience/certificate of courses completed in animal medical field

This position description does not imply that these are the only duties to be performed by the employee occupying this position. This document does not create an employment contract implied or otherwise, other than an "at-will" relationship.

Job Type: Part-time

Salary: \$10.50 /hour