

# Licensed Veterinary Technician (LVT) Options Veterinary Care



**OPTIONS**  
VETERINARY CARE



## Overview:

The Licensed Veterinary Technician (LVT) assists veterinarians in providing medical care and treatment for animals, and exceptional customer service to clients, record-keeping, and other activities related to the smooth operations of the clinic.

Options Veterinary Care is program of Humane Network, a Reno-based non-profit organization, operates a clinic providing quality, affordable, and accessible spay/neuter services and veterinary care for pets and community cats to keep pets and families together and support a humane community.

## Specific Responsibilities:

- Provide treatment and care for animals including vaccination, examination, performance of medical treatments and euthanasia as prescribed by a veterinarian.
- Collect samples for testing and perform laboratory tests and radiographs
- Administer anesthesia and monitor animals under anesthesia.
- Monitor the health of the animals on an ongoing basis and rapidly identify any health problems or conditions and immediately report it to the veterinarian.
- Maintain patient records by accurately recording treatments and test results on patient charts and other medical records.
- Track inventory of supplies, and coordinate ordering
- Assist veterinarians in medical and surgical procedures.
- Assist with proper animal handling and restraint.
- Provide medical and care information and counseling to clients.
- Fill client prescriptions and maintain drug logs as required.
- Use and maintain medical equipment.
- Perform physical examination of animals.
- Clean and maintain work areas.
- Contribute to and lead initiatives to improve processes and procedures.

## Specific Qualifications:

- Must be a Licensed Veterinary Technician or licensed Technician-in-Training in Nevada.
- Experience in caring for and handling animals in a safe, effective and humane manner, especially larger and possibly untrained animals.
- Knowledge of clinic maintenance techniques and accepted sanitary practices.
- Knowledge of various dog breeds and their characteristics and familiarity with symptoms of diseases common to dogs and cats.
- Knowledge of preventive, diagnostic and therapeutic veterinary treatment of domestic animals.
- Knowledge of animal behavior.
- Able to work in the busy, demanding environment of a veterinary clinic.
- Ability to identify problems or patient conditions (medical and behavioral) that need to be brought to the attention of the immediate supervisor.
- Comfort and ability to work with animals of unknown disposition and those who may exhibit medical and other problems, as well as aggressive tendencies.
- Rabies inoculations are required or must be waived.

## General Qualifications and Expectations for All Staff:

- Commitment to the mission and goals of Options Veterinary Care.
- Affection for animals and concern for their wellbeing.
- Flexible with the ability to manage changing priorities and varied tasks and schedules.
- Strong interpersonal skills—The ideal person would be outgoing, personable, professional, and able to get along well and communicate successfully with a variety of people.
- Strong written and verbal skills.
- Results-oriented—Able to set goals, plan, and carry out projects without direct supervision in an organized, efficient, and effective manner.
- Collaboration—Working effectively as part of the team to accomplish the organization’s goals.
- Strong organizational skills.
- Learning-agility—Willingness and ability to learn new things quickly. Interest and commitment to keeping up with emerging best practices.
- Innovative/solution-oriented—Strong problem-solving skills, able to find ways to make things work.
- Drive—Taking initiative and working with minimal supervision and direction. Performing all duties in a manner which encourages attainment of the campaign’s goals.
- Attention to detail—Exceptional ability to follow through and meet deadlines.
- Technology savvy—Comfortable and proficient with computer technology (proficiency with Microsoft Office and possibly other programs/applications that apply to specific roles). Able to learn new programs quickly.
- Sound judgment—Maturity, good judgment, and strong decision-making and implementation skills.
- Professional personal appearance and demeanor.

## Staff Requirements:

- Must be a Licensed Veterinary Technician licensed or Technician-in-Training in Nevada.
- Two or more years of experience preferred.
- High school diploma required, additional education a plus.
- Location: Live in greater Reno/Sparks, Nevada area or willing to relocate.

## Terms of Employment:

- The Licensed Veterinary Technician (LVT) reports to Clinic Manager, works closely with the veterinarians, and assists with the training and supervision of veterinary assistants.
- Non-exempt. Reporting hours and days of the week may vary according to the needs of the organization.
- Benefits include three weeks paid time off (for vacation, sick, and personal time), eight paid holidays, and a substantial employer contribution toward individual medical insurance.
- There is no minimum period of employment that is implied or guaranteed.
- Starting Wage—\$20 - \$27 per hour depending on experience.

## How to Apply:

Send a one-page cover letter and a resume to [info@humanenetwork.org](mailto:info@humanenetwork.org). More information available at <https://www.humanenetwork.org/job-postings>.