



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 791.9

Job Title: **CHIEF VETERINARIAN, DVM**

Pay Grade: 30

GENERAL SUMMARY:

Directs and provides supervision to Staff Veterinarians and Veterinary Technician in administering comprehensive animal health care to a broad range of animal classes and species.

RESPONSIBILITIES:

- Supervises, evaluates and instructs Veterinarians and Veterinary Technician in field diagnosis and treatment for diseases and injuries to animals.
- Plans, designs and implements animal health quality improvement activities.
- Develops, reviews and/or updates standing orders, animal health care protocols and division policies and procedures as required.
- Supervises and investigates incidents of animal diseases and losses; collects samples for bacteriological, pathological, and microscopic examinations; determines the presence of contagious diseases; and formulates methods and procedures for carrying out vaccination programs and disease control and eradication programs.
- Provides guidance on methods and procedures for reducing the incidence of animal diseases and public health concerns.
- Performs surgery, including routine spay/neuter, trauma, and restorative procedures as needed.
- Serves as a consultant on control practices for diseases and public health problems and proposes animal control laws and regulations.
- Provides training of personnel and volunteers in areas such as animal care and nutrition, breeding, and housing and environment; teaches techniques for handling animals with a broad range of temperaments and about restraint requirements.
- Participates in community and public health activities and projects as assigned by the Public Health Director or Assistant Director of Public Health
- Serves as animal health liaison for other community shelter facilities and animal health organizations and actively participates in local, state, and national veterinary medical associations.
- Plans and conducts continuing animal health education.

SPECIFICATIONS:

KNOWLEDGE:

Requires a Doctoral degree in Veterinary Medicine. Must be licensed by the Texas State Board of Veterinary Medicine. License must also include DPS and FDA controlled substance licensure.

SPECIFICATIONS: (continued)

EXPERIENCE:

Six years of experience as a Veterinarian are required.

COMPLEXITY:

Work is non-standardized, complex and varied, and requires interpretation of technical and detailed guidelines, policies and procedures in combination. Advanced analytic ability is needed to gather and interpret data where answers can be found only after detailed analysis of many facts.

IMPACT OF ACTIONS:

Errors in work could lead to major problems and could significantly affect short-term results of the City. The incumbent generally receives general direction, working from broad goals and policies only. The individual may participate heavily into setting his/her own work objectives.

SUPERVISION EXERCISED :

Direct Supervision:

Involves scheduling, supervision and evaluation of work as a Manager or the equivalent over the Assistant Managers or first-line supervisors. This position has significant levels of input as it pertains to personnel actions, such as hiring, terminations, and pay changes.

Indirect Supervision:

Involves supervision and evaluation of work as a Manager or the equivalent.

CONTACTS:

Internal Contacts:

Level of internal contact is primarily with professionals and supervisors and occasionally with Managers and Assistant Directors. Interaction involves some explanation and persuasion leading to resolution of moderately complex issues; e.g., project coordination and higher-level problem resolution.

External Contacts:

Level of external contact is primarily with citizens, visitors and/or mid-level representatives of government agencies, guests, vendors and professional contacts with allied organizations. Interaction requires substantial sensitivity and cooperation; e.g., lower-level problem resolution, providing information to citizens who from time to time may be irate.

PHYSICAL EFFORT:

The position routinely requires lifting of moderately heavy items, such as typewriters or records boxes (up to 40 pounds) and/or very long periods of walking on rough surfaces on a routine basis.

WORK ENVIRONMENT:

There are occasional exposures to extreme levels of temperature, air pollution, noise pollution, chemical-gases and substances, and/or contagious diseases or physical trauma conditions of a short-term disabling nature, such as broken bones or temporary loss of sight or hearing.

PHYSICAL SKILL:

Requires the ability to make closely coordinated eye/hand movements within very fine tolerance and/or calibration demands; or the ability to make rapid closely coordinated movements on a patterned response space within somewhat fine tolerance demands; or the ability to make coordinated eye/hand movements within fine tolerances with large equipment as an extension of the worker.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

Staff Veterinarian, DVM
Chief Veterinarian, DVM