



JOB POSTING
Veterinary technician/registrar

- Posted:** Open to internal and external applicants.
- Reports to:** Senior veterinarian.
- Status:** Full-time, hourly, benefited position.
- Hours of work:** Five days per week, 8am–5pm; will include at least one weekend day, to be determined with final candidate. Applicants must be available to work one or two weekend days, holidays and occasional evenings or nights as related to animal care needs.
- Date needed:** **October 2021.**
- Posting expires:** **Open until filled; preference for applications received by September 1.**

Position description:

The Seattle Aquarium is looking for a licensed veterinary technician with clinical and registrar responsibilities. Registrar duties include assisting with the Aquarium's animal record system (Tracks) and animal acquisitions and dispositions. This is a full-time hourly position reporting to the senior veterinarian.

This position will be working within the Aquarium's Life Sciences department, which maintains a staff of 28 full-time and part-time employees caring for sea otters, harbor seals, northern fur seals, river otters, alcids and shorebirds, temperate and tropical fish and invertebrates, and occasionally sea turtles in rehabilitation. The veterinary team consists of one full-time senior veterinarian and two relief veterinarians, with assistance from the husbandry teams.

A. **Essential functions:** These include but are not limited to:

I. Veterinary support

- Calculate, dispense, and/or administer medications under indirect veterinary supervision.
- Prepare for and assist veterinarians during medical procedures and occasional surgical procedures.
- Perform or assist with phlebotomy and other diagnostic sampling.
- Assist with radiology, ultrasound and endoscopy.
- Prepare for and assist with induction, maintenance and monitoring of anesthesia for all taxa.

- Monitor patients during recovery or critical care.
- Perform dental prophylaxis.
- Perform or assist with necropsy examinations under direct or indirect veterinary supervision.
- Process samples for shipping to outside laboratories.
- Perform emergency treatment and triage of animals in the absence of the veterinarian and under their remote direction.
- Maintain accurate and timely records following institutional and regulatory guidelines.
- Assist animal care specialists with training husbandry behaviors, such as ultrasound, hand-injection and phlebotomy, in pinnipeds, otters and elasmobranchs.
- Assist with training staff and volunteers on topics related to veterinary care.
- Be familiar with the USDA/APHIS regulations pertaining to public display of marine mammals and the AZA accreditation standards.

II. Veterinary clinic management

- Provide input on veterinary policies and procedures.
- Maintain organized and clean veterinary areas both on-site and off-site (two miles away from waterfront facilities).
- Manage veterinary inventory, including ordering and disposal of expired drugs and supplies.
- Clean and sterilize surgical equipment.
- Assist with and coordinate equipment maintenance.
- Maintain compliance with state and federal regulations for controlled substances, prescription drugs, biohazard waste and work safety.

III. Registrar

- Maintain the official records of and accurately manages the institution's animal collection records system (Tracks) with oversight from the senior veterinarian.
- Train users on new modules within the animal records system (Tracks).
- Work with staff to improve data-recording procedures, correct errors and solve problems.
- Communicate with internal and external stakeholders and maintain accurate documentation on Tracks for live animal transactions (e.g., transaction agreements, permits), including domestic and international shipments, collection of fish and invertebrates and return-to-wild events.
- Maintain an accurate centralized list on Tracks of all permits that relate to animal care. Work with curatorial staff when renewals are required.
- Assist with and provide timely departmental reports.

B. Required skills, abilities:

- Team player with strong interpersonal and communication skills, with the ability to work independently.
- Must possess organizational skills, be self-motivated and communicate effectively orally and in writing.
- Familiarity with various computer software products, such as MS Word, Excel, Species360, Tracks, Oerca, or other digital record keeping systems, and medical records systems.

- Must have or be able to obtain a Washington state driver's license.*
- Possess coordination and dexterity necessary to ascend and descend rocky habitats with animals in the habitat, while carrying supplies.
- While performing the duties of this job, the employee is required to: stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell.
- Specific vision abilities are required including, but not limited to: close vision, distance vision, color and peripheral vision, depth perception, contrast, and the ability to adjust focus. Indoors and out in all weather conditions.
- Must be able to swim.
- CPR/first aid certification preferred.
- Able to complete registrar training from the Zoological Registrar's Association after starting the job (funded).
- Work with colleagues within the Life Sciences department and the Aquarium in general in alignment with the S.A.L.I.S.H. and diversity, equity and inclusion values of the Aquarium.

C. **Experience, education and certifications:** We will consider various combinations of relevant experience and education in order to meet minimum requirements.

Required:

- A Washington Licensed Veterinary Technician certification is required.
- Minimum of two to three years of experience as a full-time veterinary technician is required.
- Minimum of one year of aquarium, exotics, zoo or equivalent experience is required.

Preferred:

- Associate degree from an accredited veterinary technician school is preferred.
- Experience managing animal records in Species360, Tracks, Oerca, or other digital record keeping systems is preferred.

D. **Working conditions:**

- Requires handling, working with or exposure to large, potentially dangerous animals, animal diseases, feces and potentially hazardous chemicals.
- Occasionally required to lift more than 50 pounds assisted, 30 pounds unassisted.
- Must be able to be on their feet six or more hours a day and be active through all physical motions.
- Required to work outdoors year-round, near water, on wet and slippery surfaces and at heights.
- Applicants must be available to work full time, which may include one or two weekend days and holidays and occasional evenings or nights.

Salary and benefits: \$21.65–\$24.00/hour, D.O.E. Please include pay expectations in your materials. Full-time staff are eligible for Seattle Aquarium's comprehensive benefits package that includes medical, vision, dental, employer-funded health reimbursement account, medical and dependent care flexible spending accounts, life insurance, long-term disability, 403b

retirement fund with employer match, access to a subsidized ORCA pass, a Family-Plus membership and generous paid time off.

How to apply: The Seattle Aquarium is a progressive, equal-opportunity employer that values a diverse workforce. One of our core values is fostering an inclusive community and we want our staff to reflect our community. To that end, we encourage diverse candidates to apply, including but not limited to Black, Indigenous and People of Color applicants and members of the LGBTQIA+ community.

Interested candidates should upload a résumé to our online application in order to be considered. Application review will begin immediately.

[SeattleAquarium.org/careers/](https://seattleaquarium.org/careers/)

Please let us know if you require a reasonable accommodation to apply for this job by emailing us at jobs@seattleaquarium.org.

***Note:** Must pass a background check and motor vehicle records check, upon job offer, to be eligible for this position. Regarding driving records: Within the last three years you must not have had more than two moving traffic violations or any major violation (DUI, reckless driving, negligent driving, etc.).

About the organization:

The Seattle Aquarium is a respected authority on Puget Sound, the Salish Sea and the world's one ocean. Our passionate staff increases awareness and drives the change needed to preserve and protect our marine environment through a variety of channels, including a compelling habitat experience and engaging daytime and evening events; conservation education programs for people of all ages and backgrounds; community outreach to underserved populations; research that advances understanding of animals in our care and their counterparts in the wild; advocacy and policy work; an award-winning volunteer program; strong and consistent marketing efforts; and more.

We're noted for our collaborative, communicative and team-oriented working environment. Our values, developed in conjunction with our staff, include commitments to adopting and promoting sustainable practices; creating awe-inspiring experiences; constantly learning and improving; fostering an inclusive community; maintaining scientific credibility through evidence-based practices; and honoring our unique place by using our location and history as a lens for larger understanding.

Proudly accredited by the Association of Zoos and Aquariums, we're the eighth-largest aquarium in the U.S. by attendance and we welcome over 850,000 people through our front doors each year. Guided by our mission of *Inspiring Conservation of Our Marine Environment*, we've developed a master plan to substantially increase in size and impact by opening a new habitat building, the Ocean Pavilion. Our current annual budget is \$20 million.

Timeline:

We anticipate the following recruiting schedule for those candidates who are selected for consideration. The following dates are preliminary and subject to change. We will work with candidates to set interviews that work for all involved. If hired, relocation assistance is not available.

- Priority given to applications received by September 1.
- Phone interview: complete by September 7.
- Team interviews: complete by September 24.
- Start date: October 2021.