



Job Title: VETERINARIAN

Department /Office: Natural Resources / Range Management

Reports to Whom (title): Director

Salary / Hourly Range: 62

Job Classification Code: 8831

Level of Background Check: 1B

Status: EXEMPT

Driving Required: Yes, As Required

PD Revised: 02/20/2015

INTRODUCTION:

This position consists of professional and highly technical work in directing and providing animal health care services on the Hopi Reservation. Work involves dealing with livestock, small animals, exotics and wildlife. The incumbent will provide the supervision for staff and work with the Department of Natural Resources Director in providing the direction to accomplish tasks set by the Hopi Tribe.

KEY DUTIES AND RESPONSIBILITIES:

(The following examples of duties are intended to be illustrative only and are not intended to be all inclusive or restrictive).

1. Diagnoses and treats diseases and disorders of animals; determines the nature of the disease, disorder or injury and treats accordingly.
2. Monitors and evaluates needs of the Hopi Tribe's animal health care and general veterinary services for improvements of these services. Determines short and long-range goals for the program and aids in seeking alternative funding to expand services.
3. Conduct evaluations of the current animal health program operations to determine solutions needed in the form of veterinary medical or gram procedural adjustments or modifications.
4. Review and follow up with site visits to diseased or injured animals to ensure the health status of such animals is safe to the public
5. Participates in animal health surveillance by analyzing veterinary medical and technical data from field investigations, laboratory tests, and pathological examinations and correlating the data with contributing factors such as farm management, environment, wildlife, immunization, or animal purchase and movement and health history for contributing factors leading to the outbreak or spread of the disease (epidemiological studies/investigations).
6. Applies recognized procedures in diagnosing a variety of domestic and foreign animal diseases, especially those of significant economic importance that have been determined necessary to prevent, control or be eradicated.
7. When called up, inspect livestock vehicles primarily for the effectiveness of disease prevention and control procedures in order to ensure the health and safety of animals being transported.
8. Develop written reports or summaries on disease control and eradication and animal health activities.
9. Represents the Hopi Tribe before public and private livestock groups and individuals for the purpose of promoting Veterinary Services programs in disease prevention, control, and eradication.
10. Work cooperatively with emergency disease eradication personnel who have responsibility for instituting immediate quarantines, diagnostic controls, and eradication measures to effectively localize an epidemic.
11. Supervises the veterinary staff. Provides guidance and instruction to personnel. This includes planning and organizing work, assigning duties, approving leave, training employees, evaluating performance, resolving complaints and grievances, initiating disciplinary actions, and other similar functions.
12. Conducts training of tribal staff and other entities in the identification and control of livestock diseases; applies principles of herd health management to improve and protect the livestock industry and the natural resources of our range lands. Conducts assessment of staff training needs and implements in-house training as identified.
13. Performs other related duties as assigned and authorized.

PERSONAL CONTACTS:

Contacts are with the general public, stockmen, employees, Hopi Tribal Council/Task Teams, staff officials and professionals from federal, state, and local government agencies, and a variety of stake holders in private industry, academia, public or private groups, and other agencies closely related to the incumbent's specialized area.

PHYSICAL EFFORTS & ENVIRONMENT:

The work may involve risk with exposure to potentially dangerous situations, such as strenuous physical demands to handle, restrain and transport livestock. Personal safety and the safety of the animals are constant concerns. There is exposure to discomforts and disease conditions and agents, some of which are highly contagious, infectious, noxious, and communicable to humans. Special clothing, equipment, and other safeguards are required. The work environment is extremely variable. Also requires working with toxic agents such as disinfectants. Administrative work is sedentary. Occasional travel on and off the Hopi Reservation may be required.

MINIMUM QUALIFICATIONS:1. **Required Education, Training, and Experience:**

A. Education: Doctor of Veterinary Medicine/Veterinary Medical Officer Degree from an accredited college of Veterinary Medicine

AND

B. Experience: Two (2) years work experience with both large and small animals and two (2) years teaching experience in animal health care.

2. **Required Knowledge, Skills, and Abilities:**

A. Knowledge:

- Knowledge in veterinary medical concepts, principles, and practices applicable to the full range of disease diagnosis, control and eradication
- Knowledge in health programs and activities for livestock, small animal, poultry, or other species of animals and aquatic species
- Knowledge in appropriate sciences such as microbiology, epidemiology, parasitology, pathology, immunology, virology, toxicology, serology or other sciences applicable to disease problems and prevention, control, or eradication programs
- General knowledge of the objectives of related agency programs in order to recognize cases requiring referral to these program and to assist program representatives as appropriate
- Working knowledge of computer applications to assist in analysis and evaluation of data collection
- Good knowledge of effective leadership, mentorship and supervisory principles, practices, methods, techniques, etc., conducive to establishing and maintaining a motivated & proactive management team

B. Skills:

- Skill in both verbal and written communication to explain and enforce regulations and policy
- Effective supervisory skills
- Customer and interpersonal relationship skills to motivate staff

C. Abilities:

- Ability to analyze and develop procedures necessary to implement established objectives
- Ability to effectively communicate technical natural resources information to the users of these resources
- Ability to make range site inventories of acceptable standards
- Ability to make appropriate decisions in the field and act with impartiality
- Ability to establish and maintain effective working relationships with other employees, the general public and other agency personnel
- Ability to prepare clear and concise reports

NECESSARY SPECIAL REQUIREMENT:

1. Must possess an Arizona Driver's License and complete/pass the Hopi Tribe's Defensive Driving Course.
2. Must complete/pass the pre-employment screening in accordance with Hopi Tribal Policy.
3. Must possess a valid & current Veterinary License to practice in the United States and Arizona.