



## Clinic Wellness Technician

**Locations:** Downtown Clinic

**Reports to:** Wellness Manager

**Starting Pay:** \$13/hr

*Full-time, hourly position.*

**Summary:** The Wellness Technician is responsible for animal handling and care of dogs and cats who are being treated through the clinic's wellness program; providing professional customer service to all clinic clients, providing and recording medical care; maintaining a strong line of communication with the office staff and other clinic teams; and assisting veterinarians in all aspects of animal care and treatment.

Specific duties of the Wellness Technician include, but are not limited to:

- Greeting wellness clients
- Wellness patient handling
- Wellness scheduling
- Wellness client communication
- Filling medicines prescribed by veterinarian
- Morning medicating and care of all hospitalized patients
- Advocating for patients
- Client education about preventative care
- Collecting payments and reviewing charges
- Maintaining a clean and safe working environment
- Clean examining rooms, kennels, surgery suite, cages and sterilize surgical instruments.
- Lift and carry up to 40 pounds as required

### **Southern Pines Expectations of Employee:**

- Believes in the [mission of Southern Pines](#) and understands the lifesaving relationship between all three branches of our organization
- Treats animals humanely, with love and concern (both on and off the job) and transmits these values to others
- Demonstrates flexible and efficient time management and ability to prioritize workload
- Willingness to mentor volunteers, to treat them with respect and gratitude as members of our team, and to gently correct them when necessary
- Treats all members of our staff with respect, acceptance, kindness, and grace
- Must be able to report to work at the scheduled time, can be depended on to complete work in a timely, accurate, and thorough manner



**SOUTHERN PINES**  
**HEALTHY PET CLINIC**

- Able to work some weekends
- Demonstrates a willingness and enthusiasm for a continued state of learning regarding Animal Welfare and Animal Health.

*All offers of employment are contingent upon the successful completion of a background check.*

*This job description is not intended to be an exhaustive list of all duties, responsibilities, skills, efforts or working conditions or qualifications associated with the job. While this is intended to be a reflection of the current job, management reserves the right to revise or to require that other or different tasks be performed when circumstances change, for example, emergencies, changes in personnel, workload, or technological breakdowns in departments.*