

## **Kennel Supervisor/Kennel Technician**

### **Job Description**

#### ***INTRODUCTION***

The purpose of the position is to provide care and to take care of the basic needs of animals that are being groomed, boarded or that are patients of Roanoke Animal Hospital.

#### ***MAJOR DUTIES***

The following duties will be performed by the kennel supervisor/kennel technician. Detailed instructions will be found on the Roanoke Animal Hospital monthly & weekly "To Do" lists.

- ◆ Observe animal appearance and activity for general physical condition, obvious signs of illness, disease and discontent. Report any concerns to a Doctor or Technician.
- ◆ Thoroughly clean and disinfect the kennel areas of the hospital as often as is necessary (i.e. to ensure no cages or kennels are soiled and odors are not apparent).
- ◆ Determine the type and amount of food animals receive.
- ◆ Take charge and/or handle animals as required and to restrain hard to control animals.
- ◆ Walk hospitalized, groom and boarded dogs several times a day to provide exercise and time for elimination of bowels and bladder.
- ◆ Provide Tender Loving Care to boarded, hospitalized and grooming animals.
- ◆ Assist with intake and discharge of all pets at Roanoke Animal Hospital.
- ◆ Make sure animals are clean and fresh smelling *prior to discharge*.
- ◆ Make sure cages and animals are properly labeled and that personal property (toys, treats, blankets, leashes) are stored in the proper area and identified.
- ◆ Wash and dry towels and blankets. Wash and sterilize water and food bowls. Perform general cleaning in kennel and other hospital areas as required. Empty trash in entire hospital.
- ◆ Patrol hospital grounds daily (front and back), picking up any trash and stool material.
- ◆ Administer medication as required per pet.
- ◆ Perform other duties as assigned by the owner-doctor or practice administrator.

#### ***OTHER SIGNIFICANT FACTS***

**Physical Effort:** Often requires lifting and carrying materials weighing up to 50 lbs. Frequently requires handling of materials up to 20 lbs. Additionally, handle dogs weighing up to 150 lbs. Walking and/or standing for long periods. Frequently works in a bent position. May be required to use strength or agility in capturing and restraining stronger, more active animals.

**Working Conditions:** Work is normally performed inside; some outside work is required. Exposure to unpleasant odors and noises. Exposure to bites, scratches and animal wastes. Possible exposure to contagious diseases.

Will require weekend and Holiday hours.