

Summary of Duties : Directs and coordinates the work of Veterinarians and Veterinary Assistants engaged in the diagnosis, emergency treatment, surgery, and inspection of care and treatment of animals; and does related work.

Distinguishing Features : A Chief Veterinarian is responsible for administering a City-wide veterinary program in the Department of Animal Regulation by establishing standards and procedures compatible with good veterinary medical practices. An employee of this class enforces these standards and procedures by inspection of departmental animal shelters and clinics, and private veterinary research institutions. A Chief Veterinarian receives assignments in terms of general objectives and this employee's work is reviewed for results attained.

Examples of Duties : Directs and coordinates the diagnosis and emergency treatment of sick, diseased, and injured animals, and surgery at Department Spay and Neuter Clinics and Animal Shelters; supervises the euthanasia program for diseased, injured, and surplus animals; aids in the investigation of mistreatment to animals, and in the inspection of establishments having a permit to keep animals to insure conformance with pertinent laws and regulations; inspects the facilities certified as Medical Research Institutions;

Advises the public and Department employees on matters within the field of veterinary medicine; establishes medical standards and procedures; inspects clinics for cleanliness of the operating rooms, and adequacy of stores and equipment; observes surgeries and postoperative care to assure that medical standards are met; exercises functional supervision over shelter operations with regard to sanitary conditions and the care of impounded animals;

Appears in court as an expert witness; estimates veterinary requirements for budgetary purposes; serves as staff advisor to the General Manager Animal Regulation; acts as a representative of the General Manager before various veterinary medical groups; may act for the General Manager or Executive Officer in their absence; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications : A good knowledge of veterinary medicine and the diseases, treatment, and care of large and small animals, particularly dogs and cats, together with skill in diagnosis and postmortem procedures; a good knowledge of spay and neuter techniques, particularly for dogs and cats; a good knowledge of State and City laws and ordinances pertaining to the treatment of animals; a good knowledge of safety principles and practices; a good knowledge of the principles of supervision; a working knowledge of the laws and regulations related to equal employment opportunity and affirmative action; a general knowledge of City personnel rules, policies and

procedures; a general knowledge of memoranda of understanding as they apply to subordinate personnel; the ability to effectively supervise, direct and coordinate a City-wide veterinary program; the ability to make sound analyses and recommendations; the ability to prepare and present oral and written reports and recommendations concisely, logically and convincingly; and the ability to deal tactfully and effectively with the public, and City and other governmental officials and administrators.

Four years of professional experience in the practice of veterinary medicine, two years of which involved the supervision of veterinary staff is required for Chief Veterinarian.

Appointment to this position is subject to a one-year probationary period as provided by Section 109 of the City Charter.

License : A valid license to practice veterinary medicine issued by the California Board of Examiners in Veterinary Medicine, and a valid California driver's license are required.

Physical Requirements : Strength to perform average lifting up to 15 pounds and occasionally over 25 pounds; good speaking and hearing ability; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code this specification is descriptive, explanatory and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.