



JOB INFORMATION

Job Code	ID07A
Job Title	Tech I, Surgical Services
Pay Grade	VT04
Range Minimum	\$31,100
33rd %	\$35,233
Range Midpoint	\$37,300
67th %	\$39,367
Range Maximum	\$43,500
Exemption Status	Non-Exempt
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JOB FAMILY AND FUNCTION

Job Family:	Veterinary and Animal Care
Job Function:	Patient Care & Rehabilitation
EEO Position Group	64A - Technical/Paraprofessional

JOB SUMMARY

Responsible for ensuring operating rooms are prepared for surgical procedures, aseptic preparation, positioning of patients, sterilization of instruments and supplies, and posting charges.

RESPONSIBILITIES

- May open sterile items with aseptic technique for the surgery team and back table and performs preoperative surgical scrub.
- May communicate with surgical personnel and sterile processing personnel to ensure instruments and supplies are available for procedures.
- May anticipate additional supplies needed during surgical procedures.
- May assist with recording and posting charges for items used during surgical procedures.
- May assist in restocking and maintaining inventory in the operating rooms and sterile processing department.
- May assist with cleaning, decontaminating, and sterilizing instruments and supplies.
- May assist with maintaining and cleaning operating rooms. May perform daily and monthly maintenance and cleaning.
- May position patients for surgery according to surgeon’s preference. Patients to include cats, dogs, ferrets, birds, horses, cows, goats, zoo animals, and numerous others.
- May assist in assembling surgical case carts according to pick lists.
- May assist surgical team with gowning and gloving.
- May perform other duties as needed.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.
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MINIMUM QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the minimum requirements listed below, which are representative of the skill, and/or ability required.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School		And	1 year of	Surgical Technology, Veterinary Technology, or related field.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Experience in surgical services practices desired.

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired	And
CRCST - Certified and Registered Central Service Technician			Desired	And
CSPDT - Certified Sterile Processing and Distribution Tech			Desired	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Healthcare & Safety

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting		X				
Lifting				X		
Climbing			X			
Stooping/ Kneeling/ Crouching				X		
Reaching				X		
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme temperatures		X			
Hazards				X	
Wet and/or humid		X			
Noise					X
Chemical				X	
Dusts			X		
Poor ventilation		X			

Vision Requirements:

Ability to see information in print and/or electronically and distinguish colors.