



**December 18, 2019**

**Love Animals? Then Come Join Our Team!**

**...and make a difference in the life of an animal in need by making animal care and protection your job!**

**Apply for employment at the SPCA for Monterey County today!**

**CLINIC ASSISTANT Full-time (40 hours a week)**

As a Clinic Assistant you will work behind the scenes providing quality clinic care to the hundreds of animals adopted each year. Responsible for assisting with surgery monitoring, recovery, daily cleaning, prepare surgery packs, lift and transport animals and assist in receptionist area when needed. Ideal candidate will be dependable self-starter, with the ability to learn new duties. **Animal husbandry background and previous clinic experience a must.** Solid work history and ability to work a fulltime, 7:00am -3:30pm, Tuesday – Saturday work schedule. Must have current California Driver's License and be able to present clean DMV pull at time of interview. Starting rate for this unique position is \$15.50/hour.

**CLINIC COORDINATOR Full-time (40 hours a week)**

As a Clinic Coordinator you be responsible for ensuring the Veterinary Clinic front office runs in an efficient and orderly manner through scheduling appointments, answering telephones, completing patient paperwork, and assisting customers. Processes administrative paperwork for the Clinic, order inventory and assist in the Veterinary Clinic as required. Ideal candidate will be dependable self-starter, with the ability to learn new duties. Animal husbandry background preferred. Must have current California Driver's License and be able to present clean DMV pull at time of interview. Starting rate for these positions is \$15.00/hour.

**MAINTENANCE ASSISTANT Part-time (20 hours a week)**

Assist in the all activities related to the regular and preventative maintenance of SPCA buildings and their systems to include heating, air conditioning, ventilation, lighting, electrical, mechanical, plumbing, well & water systems, boilers, welding, painting, equipment installation & repair. Monitors and assures compliance with all established facility and vehicle safety, performance and appearance standards. Ideal candidate will be dependable self-starter, with the ability to learn new duties. Solid work history and ability to work a flexible schedule, including weekends and holidays, required. Must have current California Driver's License. Starting rate for this unique position is \$18.00-\$20.00/hour, DOE

**REGISTERED VETERINARY TECHNICIAN**

Take a hands-on role in reducing the population of homeless dogs and cats each year with this rare opportunity in our Veterinary Clinic and Shelter for a Registered Veterinary Technician. Qualified applicants **must be a California State Certified Licensed RVT**, with previous experience working in veterinary clinic. Ideal candidates will be self-motivated, able to multi-task, have excellent clinical skills and work well with others. California Driver's License and clean driving record required. This position is an eight-hour day, five days a week work shift. Starting rate for this position is \$25.00 - \$30.00/hour DOE.

***The SPCA for Monterey County conducts Pre-employment***

***Criminal Background Checks and Drug Screenings***

*The SPCA for Monterey County is proud to offer all of its full time regular employees a comprehensive compensation package, including full medical and dental coverage, life insurance, participation in a tax-deferred 403(b) retirement program, and paid sick, vacation and holiday leave.*

**PLEASE SEND YOUR RESUME TODAY TO:**

**SPCA for Monterey County, Attn: Human Resources, P.O. Box 3058, Monterey, CA 93942**

**Fax to: (831) 373-8613, email to: [ggaluppo@spcamc.org](mailto:ggaluppo@spcamc.org) or visit us on the web at: [www.SPCAMc.org](http://www.SPCAMc.org)**