



CLASS TITLE | ANIMAL SERVICES

VETERINARIAN

PAY GRADE: EX-48 | www.cityoftulsa.org/pay

Effective Date: 07/29/2026

CLASS CODE: 2146

PURPOSE OF THE CLASSIFICATION: Under general direction of the Animal Services Lead Veterinarian, performs appropriate veterinary care to ensure the health and well-being of the animals housed at Tulsa Animal Services; and performs other related assigned duties.

ESSENTIAL TASKS:

- Performs sterilization surgeries on animals in the care of TAS and administers post-surgery care
- Triage and treat ill and injured animals brought to the shelter and monitor the day-to-day health of all shelter animals, providing quality care, using established veterinary standards of care in accordance with applicable local, state, and federal laws and policies and procedures
- Ensures the safety, effectiveness, and efficiency of all medical procedures from intake to discharge
- Determines euthanasia needs, including if medically necessary, and ensures the humane and safe euthanasia of animals
- Performs veterinary medical and surgical procedures medical expertise and support
- Review animals being held for rabies quarantines, including observation for clinical signs of the disease in accordance with established protocols
- Maintains medical record and drug use logs to standards of veterinary and sheltering practices
- Reports to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Must meet the following criteria:

- (a) Graduation from an accredited school of veterinary medicine; **and**,
- (b) Two (2) years of experience in an animal shelter environment, high volume spay/neuter environment **and** an interest in animal shelter medicine *preferred*

Knowledge, Abilities and Skills:

Knowledge of:

- Applicable local, state, and federal laws and regulations regarding animals and narcotics
- Canine and feline herd health
- Common illnesses and injuries in companion animals
- How to diagnose illnesses
- Animal behavior
- The Association of Animal Shelter Veterinarians (ASV) guidelines and recommendations

Ability to:



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- Provide compassionate care to injured or frightened animals
 - Perform high volume spay and neuter
 - Perform other soft tissue and orthopedic surgeries
 - Communicate complex material in such a way as to gain understanding across a diverse range of listeners
 - Rapidly adjust to a high pressure, quickly changing environment
 - Humanely and compassionately educate customers about diseases, treatments, or other medical issues
 - Educate staff and customers regarding health and wellness through advising about sanitation measures, feeding, and general care
 - Record and document actions and forms, reports, animal records, and applicable documents for public health reporting
 - Ensure compliance with best practice veterinary procedures, ethics, policies and relevant statutes
 - Adhere to and support City policies and procedures
 - Establish and carry out quarantine or testing procedures to combat the spread of disease according to established government regulations
 - Establish medical protocols for TAS and educate staff on compliance

Skill in:

- Communicating professionally and courteously with staff, management, and customers

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use surgical and laboratory instrumentation, keyboard and telephone; frequent lifting and carrying up to 50 pounds and occasionally exerting force up to 100 pounds; frequent pushing and pulling up to 20 pounds; may be subject to extended periods of walking and standing, sitting, reaching, balancing, bending, kneeling, crawling, handling, feeling, climbing, smelling and twisting; and vision, speech and hearing sufficient to perform the essential tasks. Must be able to handle emotionally difficult casework and situations.

Licenses and Certificates:

- a) Possession of a valid Oklahoma Class "D" Driver license; **and,**
- b) Possession of a Doctorate in Veterinary Medicine; **and,**
- c) Licensed to practice veterinary medicine in the state of Oklahoma; and,
- d) Obtain and retain in good standing required licensing with the Drug Enforcement Agency (DEA); **and,**
- e) Obtain Federal Accreditation through USDA-APHIS (United States Department of Agriculture – Animal and Plant Health Inspection Services) within twelve (12) months of date of hire; **and,**
- f) Obtain and retain the Oklahoma Bureau of Narcotics and Dangerous Drugs (OBNDD) within six (6) months of date of hire



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WORKING ENVIRONMENT: Working environment may be either indoors or outdoors and in inclement weather. May be exposed to aggressive animals, blood, feces, narcotics, loud noises, strong smells, and disruptive environments.

EEO Code: E-02

Group: Cultural, Legal and Sciences

Series: Medical