

**Pet Pals Holistic Veterinary Hospital is seeking assistants and technicians to join our ever-growing holistic practice on the north side of Indianapolis. We are a busy two doctor practice, AAHA and AAFP accredited, that offers a fast paced yet positive and rewarding work environment. Our goal is to provide a high level of client service, exemplary medicine with a focus on preventative medicine and individualized patient care, done with traditional and alternative medicine options for canine and feline patients. Successful applicants for either position will need the following qualifications:**

- Compassion for clients and patients
- Dependable and on time
- Honest and ethical
- Maintain focus and work well in a fast paced environment
- Ability to multi-task with attention to detail
- Able to work a flexible schedule, including some Saturdays
- Desire to learn new things and ability to adapt to changes
- Proficient in computer operations — Avimark knowledge a plus!
- Excellent customer service skills and phone etiquette
- Ability to work together well in a team and independently, self-motivated
- Excellent verbal and written communication skills
- Ability to lift up to 30 pounds unassisted
- Dedication to client education
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**RVT/Veterinary Assistant:** Responsibilities include technical duties (some listed below), assisting doctors in all aspects of patient care, entering medical information into electronic record, answering phones, client communication and hospital cleaning and maintenance.

Technical duties – Proper patient restraint (prior experience with Fear Free and cat friendly methods a plus!) -Surgery/Anesthesia: I.V. catheter placement and maintenance, intubation, monitoring, recovery, dental prophylaxis/charting, dental radiographs -Nursing: phlebotomy, cystocentesis, injections (IV, IM and SQ), drug calculations, fluid calculation and administration, bandaging/wound care, oral medication delivery -Laboratory: Urinalysis, fecal floatation, skin scrapes, ear cytology - Radiology: Proper positioning - experience with digital radiography a plus!

Our hospital offers a full range of services, both traditional and alternative including.

- Acupuncture
- Behavioral Medicine
- Chiropractic
- Osteopathic Techniques
- Joint Mobilization

- PRP
- Ozone Therapy
- Chinese Herbal Medicine
- Dental Care
- DNA Testing
- Emergency and Critical Care
- Fully Stocked Pharmacy
- Hospice / Euthanasia Services
- House Calls
- Immunization and Wellness Care
- Internal Medicine
- Laser Therapy
- Assisi Loop Therapy
- Microchipping
- Nutritional Counseling
- Pain Management
- Radiology
- Specialist Referrals
- Surgery
- Ultrasound

**Benefits we offer our employees:**

- Paid sick time
- Paid vacation time
- Paid holidays
- IRA Contribution Matching
- Supplemental Insurance
- Generous personal pet discounts
- Continuing education and reimbursement
- Positive work environment with emphasis on team work
- Training and advancement opportunities

Full time employee hours are 35-40 hours a week with the opportunity for some overtime when it is needed. Office hours are M/W/F, 7:30-5, Tu/Thr 7:30-6 and Sat 8-12.

**Feel free to visit our website for more information at: [www.Petpalsvets.com](http://www.Petpalsvets.com) or contact our office at #317-257-1761.**

**Resumes may be submitted to [petpaladmmp@outlook.com](mailto:petpaladmmp@outlook.com)**