

HELP WANTED

**We are currently seeking a full time receptionist/
veterinary assistant to work at our
St Edward and Albion locations.**

Duties to include but not limited to: data entry, maintaining medical records, answering phones, scheduling, cleaning/organization, assisting the veterinarian as needed with animal handling, lab work, surgical procedures and examinations. The applicant must possess excellent customer service, the ability to multitask, and the desire to be around people and animals.

Applicants with previous veterinary experience is preferred, but this is not a requirement.

We are willing to train the right applicant.

Personal time off and Simple IRA offered after one year of employment



**Send Resume to:
Town and Country Veterinary Clinic
Attn: Jenny Koziol
PO Box 310
Albion, NE 68620**

**You may also fax resume to 402-395-6633.
Deadline for this job posting will be March 20, 2020.**