

We are currently seeking a full time Receptionist / Veterinary Assistant to work in our Albion and Elgin 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, dependability, and the desire to be around people and animals. Applicants must be able to do heavy lifting up to, but not limited to 80 lbs. and have a flexible schedule. Applicants with previous veterinary experience is preferred, but this is not a requirement. We are willing to train the right applicant.

Health insurance available after 60 days.

Dental and Vision insurance available after 90 days.

Personal Time Off, and Simple IRA offered after one year of employment

HELP
Wanted

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

**You may also fax resume to 402-395-6633 or
email resume to jkoziol76@gmail.com.
Deadline for this job posting will be Jan. 28, 2022**