

 <p><b>STATE OF INDIANA</b> CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Animal Health Specialist		<b>Class Code:</b> 002BE3
	<b>FLSA Status:</b> Exempt	<b>Salary Schedule:</b> PAT 3	<b>Effective Date:</b>
	<b>Summary:</b> Incumbent performs duties in support of the animal health program function within the Board of Animal Health.		

**Duties:**

- Conducts animal health investigations by identifying the source and spread of infection and preparing and filing reports of the investigation for professional review;
- Assists in tissue and other biological sample collection;
- Assists in laboratory procedures;
- Performs animal management tasks to include, but not limited to, animal control (including sedation), identification and euthanasia under the supervision of a veterinarian or scientist;
- Investigates and observes animal behavior and prepare and file reports for professional review;
- Investigates and observes animal health and welfare conditions and prepare and file reports for professional review;
- Conducts investigations and takes enforcement action, as required by animal health statute or rules;
- Presents program materials to a broad range of audiences including livestock laborers/owners and animal industry workforce;
- Accesses and updates animal health databases over the Internet and local and wide area networks;
- Performs related duties as required.

**Job Requirements:**

- Thorough knowledge of state and federal laws, rules and regulations;
- Specialized knowledge of livestock and poultry breeds, management, nutrition, development, behavior welfare and health;
- Ability to apply biological and chemical security principles;
- Ability to manage and control individual or groups of animals;
- Ability to tactfully gain the cooperation of livestock producers and animal industry partners and other agencies on Board of Animal Health programs;
- Ability to maintain records and prepare reports;
- Ability to communicate with people and obtain their maximum voluntary cooperation;

**Difficulty of Work:**

Duties will vary from independent routine investigations of animal health to investigations that are intellectually and physically demanding. On occasion, work will include serving as a member of a veterinary team responsible to perform veterinary procedures on a large group of animals.

**Responsibility:**

Work requires independent decisions and actions based on state laws, regulations, rules and procedures. Incumbent follows general work instructions and uses judgment in selecting applicable regulations and policies for individual cases or problems. Work is reviewed upon completion.

**Personal Work Relationships:**

The work relationships are broad in scope and include contacts with individuals such as owners and operators of farms, representatives of federal, state and local agencies and organizations, local government, Indiana State Department of Health staff and the general public. These contacts are for the purpose of giving information for problem solving and soliciting cooperation.

**Physical Effort:**

Duties will include lifting and carrying animals and other items up to 50 pounds in weight - or of more weight with the aid of equipment or other personnel. Individual should be able to walk, with limited aid, distances up to one mile, over agricultural and forested terrain. Individual should be able to negotiate barriers such as ladders, fences, ledges, water hazards and the like. Duties will include irregular hours including weekends and holidays, and the use of equipment found in animal industry.

**Working Conditions:**

Work is performed in a variety of settings including office, laboratory, animal industry and other sites. Much of the work will be outdoors in a variety of weather conditions or indoors in a variety of animal husbandry situations varying from modern facilities to lean-tos. Work will often occur in conditions that include bright/low light, hot or cold temperatures, dry/dusty or humid air, wet and slippery or dry surfaces, and others typically found around animals. Duties will include:

- Working in immediate proximity of excitable, large or small animals;
- Handling animals;
- Working in the presence of hazardous materials including chemical and biological substances utilizing appropriate protective measures;
- Working with sick, dying and dead animals;
- Operation of motor vehicles and overnight travel.