



Animal Health Inventory Administrator

We are currently seeking a part-time Animal Health Inventory Administrator to add to our growing beef cattle practice starting September 2024. This position predominantly entails unpacking shipments, filling orders from clients, and assisting with various inventory management tasks such as counts, reconciliation, and veterinary prescriptions. If the successful applicant possesses an AHT or RVT designation, there is more opportunity to assist veterinarians and technicians with animal health data management, as well as, various clinical and administrative tasks. Salary will be commensurate with experience and credentials.

Requirements:

- An interest in beef production and strong work ethic
- Excellent communication and organizational skills
- Self-motivated and detailed oriented
- Proficiency in Office 365 and business accounting programs
- Class 5 Driver's License
- Ability to lift/push up to 50lb.
- An agricultural background and/or veterinary experience are considered assets