



Position: Veterinary Technician
Program: Conservation Breeding Program

Reports to: Senior Animal Keeper and PEC-based Conservation Breeding Lead

Duty Stations:

- Primary: Philippine Eagle Center (PEC), Malagos, Davao City
- Secondary: National Bird Breeding Sanctuary (NBBS), Eden, Toril, Davao City

Purpose of the Role

Support daily animal husbandry and health monitoring, and disease monitoring and veterinary care of captive raptors and exhibit animals, ensuring up-to-date records, timely treatments, and adherence to the highest welfare and biosecurity standards.

Key Responsibilities

Biosecurity & Animal Husbandry Protocols:

- Assist in implementing biosecurity and disease-prevention measures and other animal husbandry protocols, ensuring all SOPs are followed and documented.

Raptor & Exhibit Animal Care:

- Care and upkeep of non-Philippine eagle raptors and/or exhibit animals as assigned by the Senior Animal Keeper, ensuring animal welfare and exhibit standards are maintained.

Clinical Support & Animal Health Monitoring:

- Assist with routine exams, sample collection, surgery prep and emergency interventions.
- Administer all prescribed treatments (oral, injectable, topical) and document dose, timing and animal response within 24 hours.
- Respond to keeper reports of any abnormalities, ensuring immediate documentation and coordination for veterinary follow-up.

Laboratory & Diagnostic Procedures:

- Prepare and sterilize surgical instruments, trays and containment gear for medical procedures.
- Collect and process monthly fecal samples and assist with in-house parasite diagnostics.
- Support blood draws and package samples correctly for external labs, maintaining chain-of-custody and temperature control.



Medical Documentation & Reporting:

- Update individual health records (physical logs and digital databases) within 48 hours of any treatment or procedure.
- Generate a monthly veterinary summary covering interventions, mortalities, disease trends and recommendations.
- Participate in quarterly reviews of medical data to refine SOPs and preventative care protocols.

Medical Inventory & Equipment Management:

- Conduct bi-weekly inventories of drugs, consumables and equipment; submit restock requests before levels fall below minimum thresholds.
- Monitor expiry dates on vaccines and medicines, removing them two weeks before expiration.
- Log veterinary fridge/freezer temperatures twice daily and maintain 100% completion of cleaning and sanitation checklists.

Facility Sanitation & Disinfection:

- Maintain cleanliness and perform daily disinfection of the raptor hospital and laboratory areas.
- Complete and sign off a daily sanitation checklist covering floors, work surfaces, isolation rooms and high-touch equipment.

Keeper Coordination & Facility Integration:

- Assist keepers with animal restraint, transfers and post-operative care.
- Participate in breeding events (egg candling, incubation, chick feeding) and maintain related logbooks.
- Act as liaison to identify early signs of disease or quarantine breaches.

Capacity Building:

- Attend at least two external workshops or training courses on veterinary care or raptor health each year.
- Co-facilitate one internal orientation annually on topics like zoonoses, first aid or bite management.
- Mentor interns, volunteers or new keepers in basic medical procedures and recordkeeping.



SMART Deliverables & KPIs

Objective	SMART Deliverable	KPI	Timeline
Biosecurity & Animal Husbandry Protocols	Assist in implementing biosecurity and disease-prevention measures and other animal husbandry protocols, including staff training and SOP compliance checks.	100% of scheduled biosecurity and husbandry tasks completed; zero protocol breaches in monthly audit	Daily checks; Monthly audit
Raptor & Exhibit Animal Care	Care and upkeep of non-Philippine eagle raptors and/or exhibit animals as assigned by the Senior Animal Keeper, ensuring welfare and exhibit standards are maintained.	100% of assigned animal care tasks completed; zero welfare incidents reported	Daily; Monthly review
Treatment Documentation	Record 100% of administered medications (dose, route, response) in digital health logs within 24 hours of administration.	100% treatments recorded within 24 hrs; weekly audit shows zero missing entries	Daily entry; Weekly audit
Sample Collection & Testing	Collect and process all scheduled fecal and blood samples on time, support in-house blood panels per year—with 100% correct labeling and documentation.	100% sample collections on schedule; zero rejected samples due to labeling errors	Monthly fecal; Bi-monthly blood
Record Updates & Reporting	Update individual health records within 48 hours and deliver monthly veterinary summary by the 5th with no omissions.	Monthly summary delivered by the 5th with no omissions	Monthly



Inventory Accuracy	Complete bi-weekly inventory checks of all drugs, consumables and equipment; zero critical stockouts reported.	Bi-weekly inventory checks completed; zero critical stockouts reported	Bi-weekly
Sanitation & Disinfection	Perform daily cleaning and disinfection of all animal housing and procedure areas; monthly review shows 100% completed tasks.	Daily cleaning logs; monthly audit	Daily; Monthly
Keeper Coordination	Support 100% of scheduled restraint, transfer and post-op procedures, providing veterinary assistance within 1 hour of request.	100% of assistance requests responded to within 1 hr	Per request; Quarterly
Professional Development	Attend ≥ 2 external trainings and co-facilitate ≥ 1 internal orientation annually, submitting attendance certificates and session evaluations.	≥ 2 external certificates on file; ≥ 1 internal session delivered with $\geq 80\%$ positive feedback	Annual

Qualifications

- Graduate of a recognized Veterinary Nurse or Veterinary Technician program, or a non-licensed veterinarian.
- Experience in wildlife animal husbandry or clinical or wildlife veterinary settings is preferred.
- Strong recordkeeping, organizational skills, and attention to detail.
- Basic proficiency with digital health record systems and laboratory equipment.