KENTUCKY HORSE RACING AND GAMING

JOB DESCRIPTION

JOB TITLE: Racing Veterinarian Coordinator
DEPARTMENT: Veterinarian Division
REPORTS TO: Chief Racing Veterinarian

JOB SUMMARY:

Coordinate and facilitate communications and procedures within the confines of the test barn as well as research and act as a central point of contact between stewards, veterinarians, and trainers regarding testing and veterinarian's list works.

ESSENTIAL DUTIES/RESPONSIBILITIES:

- Determine locations of horses on race day and assign veterinarians to administer pre-race lasix as indicated
- Communicate in real time with veterinarians to ensure all horses designated for lasix are medicated at the appropriate time, as well as quickly and efficiently contact trainers, stall managers or stewards as necessary to ensure proper treatment
- Communicate with stewards during races to inform of the status of claimed horses as well as gather information regarding which horses have been selected to be tested
- Inform test barn personnel as to which horses have been selected for testing, prepare sampling tablets with appropriate horses, and identify each horse as it arrives at the test barn
- Compile information on horses requesting to work off the veterinarian's list including researching medical records and communicating between the trainers, private veterinarians and regulatory veterinarians
- Maintain communications with trainers and veterinarians once work has been scheduled to ensure all parties are prepared and proper procedures have been followed
- Be a point of contact for outside racing jurisdictions concerning horses that have completed the requirements to be removed from the veterinarian's list
- Manage inventory and supplies for daily use by veterinarians and technicians

REQUIREMENTS OF A SUCCESSFUL CANDIDATE
- Ability to travel as needed with some overnight stays and work most weekends and holidays
- Excellent communication, organization and time management skills
- Good team player and efficient self-starter
- Ability to learn on the job and adapt to our computer program INCOMPASS
- Ability to move or carry large objects, occasionally up to 50lbs

KNOWLEDGE/SKILLS/EXPERIENCE:
- Computer skills with knowledge in Excel and Word
- Horse racing experience
- Valid driver's license

COMPENSATION:
Participation in the Kentucky Employees Retirement System. Eligible to participate in Kentucky state health benefits, life insurance and deferred compensation programs.

$29.33 Hourly

Please send all resumes and applications to Cheri.Donovan@ky.gov