



## **Getting the Veterinary Assistant Job You Want**

We now focus on the education section of your resume. This is the part of the resume that employers check out to see what credentials you have.

The key with this section is that you shouldn't limit your list to just courses that apply to the veterinary assistant job. There are many others that you can slot in here that can be used in the hospital.

Have fun with this project and I look forward to hearing from you in the discussion area.

# Resume of "*Your Name Here*"

## Objective

I would like to work at a veterinary hospital to pursue my passion of working with animals and develop my skills as a veterinary assistant.

## Veterinary and Animal Skills

Can discuss topics such as reproduction, vaccinations, nutrition, parasites, and euthanasia with clients.

Took my dog through three different obedience classes. Competed in agility.

Completed and became certified in the ACE Canine First Responder Course.

Managed ordering of supplies at the ABC Pet Store.

FUTURE: I will volunteer at the Surrey SPCA to gain experience in care of shelter animals.

## Education

Sept 2019     Veterinary Assistant Core Skills

Enrolled in this course to learn anatomy and physiology in a practical way.

January 2019   Becoming a Veterinary Assistant Certificate of Completion

Learnt many tasks that a veterinary assistant does, including: talking to clients about reproduction and parasites; handling euthanasia; office skills; flea control; puppy and kitten counselling; and first aid skills.

March 2019    Canine First Responder Certification

Learnt first aid and CPR in detail. Passes the certification examination.

June 2017   Microsoft Office

Learnt how to utilize Microsoft Office in real-life situations.

## **Employment History**

This section lists where you have been employed. It can go back a long way over many years or just the last few jobs. It depends if the jobs have relevance to the veterinary assistant position.

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## **References Available on Request**