

South Carolina Equine Associates

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Join Our Team!

Equine Veterinary Assistant & Administrative Assistant

Full-Time or Part-Time

South Carolina Equine Associates | Camden, SC

Do you love horses, enjoy helping people, and thrive in an environment where no two days are the same?

South Carolina Equine Associates is seeking a motivated, dependable team member to join our ambulatory equine veterinary practice. This unique position combines hands-on equine veterinary assistant responsibilities with administrative support, making it the perfect opportunity for someone who enjoys variety and wants to play an essential role in delivering exceptional care to both our equine patients and their owners.

Whether you're looking for a full-time career or a flexible part-time opportunity, we'd love to hear from you.

About Us

Since 1994, South Carolina Equine Associates has proudly served horse owners throughout the Midlands of South Carolina. Our veterinarians provide comprehensive ambulatory care with a strong focus on sports medicine, wellness, preventative care, diagnostics, dentistry, and emergency services. We work with performance horses, racehorses, hunter/jumpers, pleasure horses, breeding farms, and beloved companion horses.

What You'll Do

Your week will include a combination of fieldwork and office responsibilities.

Veterinary Assistant Responsibilities

- Assist veterinarians during farm calls and emergency visits
- Safely handle horses during examinations and procedures
- Prepare equipment and assist with diagnostic imaging, dentistry, lameness evaluations, endoscopy, laboratory testing, and treatments
- Some processing of laboratory samples
- Maintain and stock veterinary vehicles and equipment
- Help ensure efficient patient care in the field

402-E Dicey Ford Road, Camden, SC 29020

P: (803) 432-0652

office@southcarolinaequine.com

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Administrative Responsibilities

- Answer client phone calls
- Communicate with clients regarding treatments, medications, and follow-up care
- Enter medical records and invoices accurately
- Process prescriptions and refill requests
- Support daily office operations while providing outstanding customer service

We're Looking For Someone Who Is:

- Passionate about horses and equine medicine
- Friendly, professional, and compassionate with clients
- Organized and detail-oriented
- Comfortable working both outdoors and in an office setting
- Able to multitask and adapt to changing priorities
- A dependable team player with a positive attitude
- Comfortable learning new technology and practice management software
- Willing to continue learning and growing professionally

Preferred Qualifications

- Veterinary technician or veterinary assistant experience is preferred but not required.
- Horse handling experience is strongly preferred.
- Excellent communication and customer service skills are essential.
- Valid driver's license with a clean driving record.

Why Join South Carolina Equine Associates?

- Work alongside experienced equine veterinarians in a respected ambulatory practice
- Gain experience with advanced sports medicine, diagnostics, and equine wellness
- Enjoy a position that offers variety and opportunities for growth
- Be part of a supportive, close-knit team dedicated to exceptional patient care

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- Competitive compensation based on experience
- Full-time and part-time opportunity available
- Benefits available for eligible full-time employees

Every Day Is Different

One morning you may be assisting with a lameness examination on a performance horse, helping with digital radiographs, or supporting an emergency farm call. Later that day, you may be welcoming clients by phone, processing medical records, or helping coordinate patient care. If you're someone who enjoys variety and wants to make a difference every day, this may be the perfect fit.

If you're passionate about horses, enjoy working with people, and are looking for a rewarding career in equine veterinary medicine, we'd love to meet you!

Please submit your resume to office@southcarolinaequine.com and a brief cover letter explaining your equine experience and why you'd be a great addition to our team.

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