
Zoo Registrar Resume

Job Objective

Gain employment as Zoo Registrar in a well established firm where I can apply my skills and knowledge.

Highlights of Qualifications:

- Outstanding experience in managing all animal records on zoo software
 - Immense knowledge of zoological nomenclature and medical terminology
 - Profound knowledge of exotic animal species and conversation, inventory accession, record-keeping best practices
 - Familiarity with laws regulating animal acquisition, husbandry standards
 - Good understanding of exotic animal species and conservation issues
 - Proficient with ARKS, MedARKS, Microsoft Office Applications, ISIS and ZIMS
 - Wide knowledge of zoo animal records management principles and practices
 - Ability to maintain and prepare records
 - Ability to resolve all inventory issues
 - Ability to comply to all zoo regulations and processes
 - Ability to understand various veterinary terminology
 - Ability to maintain records as per AZA collection standards
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Professional Experience:

Zoo Registrar

Fort Wayne Children's Zoo, Tallahassee, FL

August 2007 – Present

- Maintained and provided update to all animal records for zoo.
 - Performed troubleshoot on computerized animal records on ARKS.
 - Administered zoo transition from various in-house record keeping system.
 - Documented and processes various animal transactions.
 - Ensured compliance to all legal and governmental regulations for animal transfer.
 - Analyzed breeding loan agreements and prepared appropriate documents.
 - Maintained track of all permit applications and provided update.
 - Coordinated with curatorial staff and assisted in animal shipments.
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Education:

Associate Degree in Zoology

Virginia Highlands Community College, Abingdon, VA

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