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## Zoo Registrar Resume

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### Job Objective

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

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### Highlights of Qualifications:

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- 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:

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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:

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Associate Degree in Zoology

Virginia Highlands Community College, Abingdon, VA

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