



"DOGS TRUST", VELIKA BRITANIJA,
Predstavništvo u Bosni i Hercegovini

Veterinary Coordinator (m/f)

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Job Title: Veterinary Coordinator, VC (m/f)

Reporting to: Head of Operations, HoO

Location: Sarajevo

Start date: ASAP

Role of the Representative Office of DT Bosnia (RO) is to systematically improve dog welfare through providing systematic support to local stakeholders to set up an efficient and human Dog Population Management System (DPM) in accordance with the state Animal Welfare Law.

This is achieved through Programmes which RO creates, supports, coordinates, monitors, and implements in cooperation with local partners in Bosnia and Herzegovina:

Neutering, Veterinary Training-VTP, Education, Dog School-DS, Fostering, Public Awareness.

Job Summary:

Veterinary Coordinator (VC) assists HoO in implementation of Neutering Programme through regular and virtual visits and meetings with local partner veterinary clinics to ensure that relevant local laws as well as DT SOPs and contracts are strictly adhered to.

VC's proactive involvement increases the operational efficiency and improves the effects of Neutering Programme, while decreasing risks.

Main duties:

- Implement virtual supervision of surgical neutering procedures and supervisory visits to the clinics to ensure the local laws as well as DT SOPs and contracts are strictly adhered to and any risks are eliminated
- Ensure all video and hard copy documentation is submitted by the clinics, reviewed for accuracy and filed appropriately in a timely manner
- Ensure the clinics' invoices are double checked for accuracy
- Participate in VTP Programme courses in a supervisory capacity
- Ensure all Programmes run by Department are aligned with currently relevant local laws
- Other tasks as needed

The applicant should possess the following experience, qualities, and qualifications:

- College degree, DVM
- State exam, DVM
- Valid DVM licence
- Experience in small animal practice with demonstrable experience with small animal surgery
- Experience with monitoring and evaluation

- Passed DT&VFS Veterinary Training Programme is an asset
- Significant knowledge of animal welfare principles and how they relate to the veterinary practice
- Understanding of DT role and of Animal Welfare Law
- Excellent computer skills (Office, Outlook, Zoom, etc.)
- Clean driving licence
- Excellent attention to detail
- Team player
- Problem-solving skills
- Excellent organizational and planning skills
- Excellent communication skills
- Willingness to undertake frequent travel, including overnight stays

The position is a full-time, permanent (for the duration of the Project), with a trial period of three months.

To apply please provide a detailed Cover Letter with description of only your related competencies, work experiences, and the reasons why you believe you are the right person for this position, along with your CV, all in English, and exclusively via option "PRIJAVI SE NA OGLAS" no later than 17th March 2022.

Only shortlisted candidates will be contacted.

Lokacija: Sarajevo
Datum objave: 08. Mar 2022.
Datum isteka: 17. Mar 2022.