

POSITION DESCRIPTION



Position	Veterinarian (Small Animal)
Level/Classification	HEW0808
Reports to	Clinical Operations Manager
Unit	The Animal Hospital
Directorate	School of Veterinary and Life Sciences
Positions Supervised	Nil

Position Purpose

The principal purpose of this role is to provide exemplary veterinary care to animals at The Animal Hospital at Murdoch University (TAHMU).

About Murdoch University

Murdoch University is a young and dynamic university with a foundational commitment to the environment, social justice, and inclusion, and making education accessible to more people. Founded as Western Australia's second university in 1974, today, Murdoch has more than 21,000 students and 1,700 staff across campuses in Perth, Singapore, and Dubai. With more than 90,000 Alumni, Murdoch graduates can be found all over the world, making a positive difference.

Our Strategy – Ngala Kwop Bididi. Building a brighter future, together – guides the University's direction and reaffirms our shared purpose to change lives and society for the better through accessible education and research.

The Strategy is focused on three key themes:

- Sustainability: Be a leading university in education, teaching and translational research in sustainability.
- Equity, Diversity, and Inclusion: Build a welcoming, diverse and inclusive community.
- First Nations: Become the University of first choice for First Nations peoples.

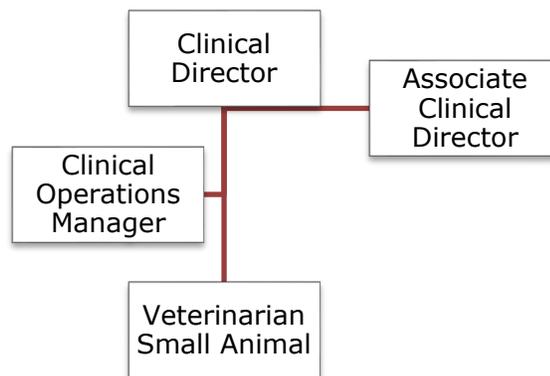
Murdoch is also committed to building engagement with our local community, State, nation, and global society with a track-record in creating strong partnerships with business, government, and industry.

About the Work Area

Murdoch University is home to the only Veterinary College in Western Australia, and its prestigious teaching hospital provides the clinical facility that enables students to have the clinical 'hands-on' opportunity. It also provides a service to community through its team of top specialists who oversee the care and treatment of all animals referred to the Hospital.

[The Animal Hospital At Murdoch University](#) (TAHMU) aims to provide an environment where high professional and clinical standards, based on available scientific evidence, are tempered with genuine care and compassion.

Reporting Relationships



Key Responsibilities/Duties

1. Provide high quality veterinary care to structured and walk-in Primary Care cases.
2. Provide advice to other TAHMU staff on Primary Care related matters.
3. Perform common surgical procedures in a general practice environment.
4. Provide support and training to students, and veterinary nurses in the Primary Care section.
5. Strict adherence to University and TAHMU policies, procedures, and protocols. Strict adherence with The Veterinary Surgeons' Act of WA and other veterinary industry related Acts and Regulations.
6. Enter account details and other relevant patient data on the hospital computer system and maintain accurate hospital patient records in a timely manner.
7. Ensure accurate and complete estimations and billing of all cases during shift and adhere to relevant hospital policy.
8. Manage workflow efficiently and autonomously within the department and ensure all necessary duties are completed in a timely manner.
9. Develop and maintain good working relationships with referring veterinarians, both within TAHMU and outside practices.
10. Manage adverse incidents and complaints appropriately, resolve if possible and bring to the attention of the Clinical Director or Hospital Operations Manager.
11. Maintain an up-to-date working knowledge of specified University software packages and Microsoft Office applications.
12. Communicate directly with TAHMU clients to ensure they are fully informed of prescribed treatments and costs.

Selection Criteria

Essential

1. Veterinary degree registrable by the Veterinary Surgeons' Board of Western Australia.
2. A minimum of 2 years' experience working in a veterinary practice, post qualification.
3. Highly effective communication, customer service and interpersonal skills, and the demonstrated capability and willingness to interact constructively with staff at all levels of an organisation.
4. Excellent organisational, time and workload management skills, including the ability to prioritise workload to meet strict deadlines.
5. Demonstrated ability to use initiative, assume responsibility for tasks and projects and to resolve problems.
6. Demonstrated ability to work cohesively in a team environment.
7. Demonstrated computer literacy (including, familiarity with the MS Office suite of programmes).

Desirable

1. Previous experience working in a veterinary teaching hospital or veterinary referral hospital.
2. Demonstrated computer skills and experience with computer systems used in veterinary practices, in particular EzyVet, Vet Radar and Cubex.

Work Requirements

1. Ability to work outside of normal office hours when required.
2. Be able to provide evidence of appropriate vaccination or immunity in accordance with the University's Immunisation Policy

General Obligations

While at work, an employee must:

- take reasonable care for their own health and safety and ensure that their acts or omissions do not adversely affect the health and safety of other persons;
- report incidents, injuries and hazards;
- comply with any reasonable instruction that is given by Murdoch University; and
- comply with Murdoch University policies and procedures.

Guiding Principles and Values/Code of Ethics and Code of Conduct

Our Values

- Authenticity
- Integrity
- Respect
- Inclusivity
- Openness

Our Principles

- Act with justice, respect and responsible care.
- Be collegiate and respectful of other points of view.
- Protect academic freedom.
- Be agile, flexible and resilient.
- Make decisions at the most appropriate level.
- Be transparent in decision-making and with information.
- Adopt common approaches to common tasks.
- Be careful stewards of our resources.

All staff will comply with the University's Code of Ethics and Code of Conduct and demonstrate a commitment to its Equity, Diversity and Safety principles and the general capabilities of personal effectiveness, working collaboratively and demonstrating a focus on results.

All Staff complete a Development Review Annually. A Commencing Development Review should be completed within 3 months of commencement.

We acknowledge that Murdoch University is situated on the lands of the Whadjuk and Binjareb Noongar people. We pay our respects to their enduring and dynamic culture and the leadership of Noongar elders past and present. The boodjar (country) on which Murdoch University is located has, for thousands of years, been a place of learning. We at Murdoch University are proud to continue this long tradition.