



| Job Description | Veterinary Surgeon |
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| Based at | 28 Clewer Hill Road, Windsor, Berkshire SL4 4BS Also covering branch surgeries at 105 High Street, Egham TW20 9HQ and 2 Hermitage Parade, Ascot, SL5 7HE |
| Reporting to | Martin Watson, Practice Principal |
| Job purpose | To medically and surgically assess and treat animals in line with the standards and protocols laid down by Forest House Veterinary Group and the RCVS |
| Key responsibilities and accountabilities | <ul style="list-style-type: none"> • To perform consultation and medical treatment of animals • To undertake surgical operations (including neutering and general surgery) • To undertake, on a roster basis, emergency and out of hours qualified veterinary cover • Maintain clinical notes and keep clients updated regarding the pets treatment and any laboratory results • Maintain regular consistent and professional attendance, punctuality and personal appearance • Adhere to stated policies and procedures relating to health and safety • Where possible, promote special offers, nurse clinics and other relevant practice news to clients • To supervise support staff and direct and advise accordingly • To have a continued commercial awareness and manage clients expectations with detailed estimates and regular updates • Establish and maintain effective working relationships with co-workers and the general public • To handle and support other staff in relation to general client enquiries • To undertake continued professional development associated with the role in accordance with the RCVS guidelines • Other occasional duties at the discretion of the practice manager or practice principal |
| Hours of work | Based on a weekly rota issued in advance <ul style="list-style-type: none"> • Start time 8.30am unless on ops in which case 8am • Finish time will depend on rota but between 5.30pm and 6.30pm on a standard day • No overnight on call but once a week on call to 9pm (1pm start on these days) • 4 days per week - One full day off each week if not following a weekend • Shared weekend rota meaning 1 full weekend in 5 – consults on Saturday and Sunday morning and on call until 5pm • Monday and Friday off the week following a duty weekend |
| Other requirements Perm staff only | <ul style="list-style-type: none"> • Must hold a full driving licence and drive own car which must be insured for business use • Would be required to live within an agreed commuting distance from the practice |
| Key Contacts External and | <ul style="list-style-type: none"> • Practice Principal |

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| Internal | <ul style="list-style-type: none"> • Practice Manager • Clients • Veterinary staff • Nursing Staff • Reception and administration staff |
| Essential role related knowledge, skills, qualifications and experience | <ul style="list-style-type: none"> • Member of Royal College of Veterinary Surgeons • Post qualification experience in small animal practice • Some experience in with large animals would be helpful on occasion • Strong communication skills (verbal and written) • Computer literate • Strong organisation and time management skills • Customer/client focussed • Able to work well under pressure • Self-motivated and able to work with minimum supervision • Enthusiastic • Team player • Hold a full driving licence |
| Benefits | <ul style="list-style-type: none"> • Contributory pension scheme • Private Healthcare • RCVS and BSAVA membership paid • VDS Cover • CPD funded including additional time off as required • 27 days holiday per year plus bank holidays or time off in lieu of bank holidays worked • Heavily discounted staff pet scheme • Free parking |