

## **Head Doctor**

### **Summary:**

Manages doctor crew to identify sick cattle. Manages the hospitals, its operations, and employees to optimize efficiency and profitability while ensuring that all livestock are handled in a professional and humane manner.

### **Essential Functions include but are not limited to the following:**

- Work closely with consultants to optimize cattle performance.
- Supervise and perform all job procedures and critical tasks in accordance with the Safety Program.
- Manage, lead, and develop Doctor Crew in all stages of animal health procedures.
- Review animal diagnosis received from Pen Riders; review animal health records and symptoms.
- Review protocol via computer based upon diagnosis.
- Review, update and develop procedures, critical tasks and other procedures as needed for the doctor crew.
- Administer injections and/or other treatments according to the protocol.
- Document all cattle movements and drug treatments by the established procedure.
- Update animal health records and/or tags.
- Participate and/or perform animal necropsies to determine cause of death.
- Audit and maintain all medications and medical supplies stored at the hospitals.
- Monitor all drug inventories on a daily basis. This includes monitoring the doctor records for accuracies and damaged or out dated product.
- Prior to shipping, run required reports (i.e. Not in Home Pen, Animals on Withdrawal) to ensure accuracy of head counts and/or ability of animals to ship.
- Ensure copies of MSDS are retained at all hospital sites.
- Keep health records in Walco.
- Communicate with Cattle Manager and Feed Manager on issues concerning feed and animal health.
- Maintain good employee relations. Train, motivate, delegate and relate to employees in a fair and impartial way in accordance with Equal Opportunity Policy.
- Participate actively in Beef Quality Assurance; incorporate into daily process.
- Notify personnel responsible for end of day reports when doctoring is done for the day.
- Performs monthly housekeeping inspections.
- Ensure compliance with all ISO/HACCP and OSHA/Safety procedures, rules and regulations.
- Other duties may be assigned.

### **Qualifications:**

- High school diploma or general education degree (GED).
- 5 or more years of successful experience in a large animal health environment.
- 2 years in a supervisory/management position; previous vet tech or veterinary school experience is very helpful.
- Excellent communication skills are a must.
- Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American weight measurement, volume, and distance.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.
- Valid driver license.
- Bi-lingual (English/Spanish) skills are a plus.

**Personal Competencies:**

- Adaptability - Adapt to changes in the work environment.
- Attendance/Punctuality - Is consistently at work and on time.
- Cost Consciousness - Conserve organizational resources.
- Dependability - Follow instructions, respond to management direction; keep commitments; complete tasks on time or notify appropriate person with an alternate plan.
- Ethics - Treat people with respect; work with integrity and ethically.
- Initiative - Ask for and offer help when needed.
- Innovation - Generate suggestions for improving work.
- Interpersonal – Keep emotions under control.
- Judgment – Exhibit sound and accurate judgment.
- Oral Communication - Listen and get clarification; respond well to questions.
- Organizational Support - Follow policies and procedures; complete administrative tasks correctly and on time.
- Planning/Organizing - Use time efficiently.
- Problem Solving – Identify and resolve problems in a timely manner.
- Quality - Demonstrate accuracy and thoroughness.
- Quantity - Complete work in timely manner.
- Safety and Security - Observe safety and security procedures.
- Team Work - Contribute to building a positive team spirit.
- Technical Skills – Strive to continuously build knowledge and skills; share expertise with others.
- Written Communication - Able to read and interpret written information.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to work near moving mechanical parts, airborne particles and vibration. The employee is frequently exposed to outdoor weather conditions and the noise level in the work environment is sometimes loud.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to sit and reach with hands and arms. The employee is frequently required to climb or balance. The employee is occasionally required to walk and use hands to finger, handle, or feel. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include distance vision, peripheral vision, depth perception and ability to adjust focus.

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Other duties may be assigned.*