

# BIHAR VIKAS MISSION

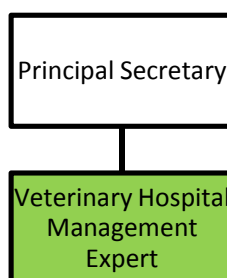
## Job Description



### 1. General Information:

<b>Position Title:</b>	<b>Veterinary Hospital Management Expert</b>
<b>Reports to:</b>	<b>Principal Secretary– Animal and Fisheries Resources Department</b>
<b>Department:</b>	<b>Bihar Vikas Mission</b>
<b>Job Code:</b>	

### 2. Organization Chart



### 3. Key Accountabilities

#### Strategizing and Expert Advisory

- Develop and implement relevant veterinary hospital management procedures in which hospital autonomy and hospital management team function is elaborated upon, in conjunction of relevant Department functionaries
- Provide guidance and support in preparation of the veterinary hospital management and development plan for the regional hospitals, including the provision of overall technical assistance and support in basic management functions
- Guide development of minimum service delivery standards in the primary, secondary and tertiary animal healthcare sector for the State and an action plan for implementation of management standards in line with international best practices, applicable in the State (considering financial costs)
- Review existing management practices in the animal healthcare sector, formulate new management SOPs and provide recommendations for institutional change that would permit the sustainable reform towards implementation of minimum service delivery standards of IPD, OPD, ICU, OT, Lab, Dental Care, training and first aid etc.
- Develop quality and performance improvement plan for the animal healthcare facilities (including monitoring and evaluation)
- Provide guidance and support in identifying possible gaps in existing technical and service delivery standards that need to be filled by development of additional technical/service delivery standards for animal healthcare in Bihar
- Liaise with leadership of reputed veterinary hospitals and animal care institutions at national level for the purpose of sharing experiences, best practices, lessons learned and increasing collaboration
- Lay down guidelines for a framework to strengthen referral system within and between the veterinary hospitals and animal care institutes and organisations

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### Continuous Improvement

- Identify opportunities for continuous improvement of systems, processes and practices taking into account international and national best practices, in order to facilitate cost optimization and productivity improvement

### Policies, Systems, Processes & Procedures

- Recommend improvements to functional procedures and follow all relevant departmental policies, processes, standard operating procedures and instructions so that work is carried out in a controlled and consistent manner

### Related Assignments

- Perform other related duties or assignments as and when required

## 4. Qualifications and Experience

### Minimum

- Master's degree or higher (full time) in Hospital Administration / Health Care Management / Hospital and Healthcare Management / Veterinary Science
- Minimum 10 years of post-qualification experience in Veterinary healthcare sector

### Preferred

- Less than 65 years of age as on 1st January 2020
- Experience in managerial / advisory roles in veterinary hospital(s) and healthcare consultancy / veterinary hospital management / veterinary healthcare service delivery management in Government / Semi-Government / Private Hospitals
- Proven track record of working in animal healthcare sector with state / central government / bilateral / multilateral organizations and / or Government or private multispecialty hospitals (such as AIIMS Central Animal Facility, Sanjay Gandhi Animal Care Centre, etc.)
- Certificates / Courses in relevant areas will add weight to the candidature
- Honours / Awards in relevant area will be an added advantage

## 5. Knowledge and Other Skills

- Demonstrated ability to identify training needs in hospital management and provide adequate training to meet these needs
- Thorough knowledge about institutional assessment of public health infrastructure and services
- Excellent knowledge about technology platforms used to manage electronic health records in hospitals and healthcare facilities
- Strong management and organization skills
- Fluency in written and spoken English and Hindi