



Jai Dog Rescue's mission is to transform the lives of street dogs in Thailand. No matter how disadvantaged their start in life, we're dedicated to a future in which every dog can experience health and happiness. We achieve this through a holistic rescue and treatment plan including sterilisation & vaccination (CNVR), emergency aid, rehabilitation, shelter, adoptions and community outreach.

Having secured significant funding to expand our sterilisation efforts, we now present a hugely exciting opportunity to join the charity at a time of major growth. The role outlined below will be at the forefront of planning and executing a wide-reaching, fast-growing and truly impactful CNVR (sterilisation & vaccination) campaign that will bring about real and lasting results. With a goal to scale significantly over the course of 5 years, we aim to sterilise 77,000 dogs in the Nakhon Nayok area, building a network of CNVR Clinic teams and establishing a boiler-plate mobile CNVR model that will allow us to reach those animals and communities in greatest need.

[Job overview - CNVR Clinic Manager](#)

We're now looking for a motivated, hardworking individual with a love of dogs and excellent communication and leadership skills to join our team as CNVR Clinic manager. You will manage a team of veterinary surgeons, vet nurses, dog catchers and other team members running a fast-paced mobile CNVR clinic here in Nakhon Nayok, treating around 25-30 dogs daily. Mobile clinics will be setup at various locations such as local municipalities, schools, gymnasiums and temple courtyards. You will be responsible for all aspects of managing the clinic and the team including day-to-day operations, bookings and scheduling, population surveys, reporting and equipment & stock management.

Normal working hours will be 7.30am - 5.30pm with a one-hour lunch break, 5 days per week. Good timekeeping is essential.

[Requirements:](#)

- Education to Bachelors degree or higher
- A valid driving license and own vehicle
- Experience in a surgical or clinical environment preferred, but not essential
- Excellent organisation and leadership skills
- Good communication skills, including English and must work well with a diverse staff.
- Hard working, self-motivated with an excellent work ethic
- Passionate about animal welfare
- Competent use of MS Office (Word, Excel, PowerPoint) or equivalent

Key Responsibilities:

- Manage and support vet surgeons + full team to ensure smooth operation of the clinic
- Manage population surveys and input data via online app
- Work with local municipality to arrange suitable locations for mobile clinic setup
- Coordinate daily bookings schedule incl. communication with local feeders / owners
- Manage dog catching team to organise catching, pick-ups, drops offs of dogs
- Collect and record daily clinic data via online app
- Assist with recruiting and training new team members
- Carry out weekly stock checks and order new stock and equipment as necessary
- Manage any problems and escalate to the Project Manager when necessary
- Work as part of a team
- Act as the community liaison for Jai Dog Rescue and promote our activity locally
- Prepare reports and presentations when necessary

Salary and Benefits:

- Full time position
- 3 months initial probation
- Attractive and competitive salary TBD (depending on experience)
- 7 days paid annual leave + all important national holidays in Thailand (average 13 days)
- Annual salary review
- Annual discretionary bonus
- Social Security 50% contribution.

To enquire please contact: jobs@jaidogrescue.org or call Khun Siri on 063-207-0706