

# Named Veterinary Surgeon

University Biomedical Services

Job Reference: AQ44905



# Named Veterinary Surgeon

**Salary:**

£46,485 -  
£58,596

**Contract:**

Permanent

**Location:**

Cambridge

**Department:**

University Biomedical Services

**Responsible to:**

Director for Governance and  
Welfare

**Working Pattern:**

Full Time

**Purpose of the role**

The Named Veterinary Surgeon (NVS) is a veterinary specialist legally required for institutions holding animals for research and development under the Animals (Scientific Procedures) Act (ASPA).

Under ASPA the NVS has a statutory duty to care or kill an animal whose welfare is giving cause for concern and is also responsible for, monitors and provides advice on the health, welfare and treatment of animals.

Responsibilities include the provision of a comprehensive veterinary service which includes the development, oversight and management of a programme of veterinary care (including treatments), advice, health surveillance and disease control for all animals in the establishment. This shall involve working with a variety of animal species including rodents, primates, large animals (i.e. sheep and pigs), avian and aquatic species.

The role holder shall provide technical specialist advice and ensure compliance with legislation including ASPA, the Veterinary Surgeons Act, Animal Import and Export legislation. This role shall play a central role within the ethical review processes within the establishment, including participation within the Animal Welfare Ethical Review Body (AWERB) and advice to licencees. They shall also support the UBS Training School and department, providing specialist and technical advice, support and delivery of training (practical and theoretical) to licensees, staff and other individuals from across or outside of the University in relevant legislation, the 3rs, animal welfare and veterinary matters.

In veterinary practice the veterinary surgeon has a straightforward duty of care to the animal patient. In the NVS role, besides having a professional, legal and ethical obligation to the individual animal, the NVS has responsibility to the Establishment Licence Holder (ELH), to the Royal College of Veterinary Surgeons and to the Licensees.

This role does include a requirement to work out of hours and respond to animal emergency call outs, covering approximately one weekend in four.

## Key responsibilities

### Veterinary services and health surveillance

The role holder is responsible for providing a comprehensive veterinary service which includes the development, oversight and management of a programme of veterinary care, health surveillance and disease control for all animals in the establishment (in consultation with other veterinary personnel).

- Monitor the health, welfare and breeding performance of animals under their veterinary care.
- Examine clinical cases, order/take diagnostic samples and treat animals surgically and/or medically.
- Investigate and prevent the spread of infectious disease in animal colonies by health surveillance and disease outbreak management. This will involve selecting diagnostic test methods and diagnostic providers.
- Authorise the importation/quarantine or re-derivation of animals into bio facilities having analysed their health surveillance data.
- Ensure veterinary services and cover are available at all times.
- Direct and improve biosecurity and quarantine measures in bio facilities to prevent pathogens entering the unit.
- Prevent or minimise the risk of zoonotic and notifiable diseases, which pose a threat to human and animal health respectively.
- Fulfil veterinary duties for other establishments not under the designation of University of Cambridge.

### University compliance and certification

Ensure compliance with aspects of specific legislation under the Animals Scientific Procedures Act, the Veterinary Surgeons Act, the Veterinary Medicines Act, Animal Import and Export legislation and other related legislation. This involves certification.

- Is responsible for, monitors and provides advice on the health, welfare and treatment of animals at the Establishment. Taking care of or culls animals whose health and welfare is of concern.
- Authorises applications to conduct non-regulated or clinical research which do not require project licence authority.
- Controls, supplies and directs the use of controlled drugs, prescription only medicines and other therapeutic substances for use on protected animals.
- Oversees and ensures compliance with requirements for specialist functions e.g. aseptic surgery, post-operative care, quarantine, housing of immunocompromised animals, acclimatisation and other special animal welfare needs.
- Attends interview panels to appoint Named Animal Care and Welfare Officers (NACWOs).
- Ensures records e.g. animal health, veterinary medicines, certification, veterinary advice are kept to a professional standard. The NVS is required to keep copies of any veterinary advice or certification given
- Maintains client (i.e. the licensees and the University) confidentiality as set out in the Code of Professional Conduct and supporting guidance.
- Securely holds or have ready access to up-to-date copies of all Project Licences (PPL), any conditions attached and other relevant documentation e.g. the Establishment Licence (EL).

### Ethical Review Process

A mandatory participant in the AWERB and plays a central role.

- Participate in the AWERB at the University of Cambridge and ensure comments from AWERB.
- Provide advice and support to PPL holders during the application and amendment processes to ensure PPL holders have access to specialist veterinary expertise prior to submission of the application to AWERB and onward to the Home Office for authorisation.
- Examine the impact of procedures (prospectively and retrospectively) and ensure PPL holders have the information to minimise severity of regulated procedures.
- Promote the development of policies, practices and cultures that ensure best practice in replacement, reduction, refinement, animal welfare, health surveillance and veterinary services.
- Be familiar with project licences, interpret them for the benefit of the Personal Licence (PIL), PPL holders, and animal care staff including how adverse effects can be avoided, recognised and alleviated and identify humane end points applied.
- Provide up-to-date information to PILs, PPLs, Named Persons and animal care staff to promote the development and uptake of the 3Rs - reduction, replacement and refinement in animal use.

**Education, training and supervision**

The role holder has a responsibility to educate, train, supervise and direct Licence Holders and animal care staff in aspects involving relevant legislation, the 3 R's, animal welfare or veterinary issues.

- Supervise and train licensees or animal care staff e.g. in giving treatments, using veterinary medicines, taking diagnostic samples, or caring for animals that are not under project licences or under quarantine.
- When required supervise and train licensees until they are competent in carrying out procedures e.g. surgery, anaesthesia, minor procedures.
- When required supervise, train and provide information to licence holders and technicians on techniques, recognition of pain, suffering distress and lasting harm, recognition of ill health and physiological and behavioural disturbances in animals, and recognition and assessment of severity and recording of actual severity and the 3R's.
- Provide advice and support to PPL holders during the PPL writing and amendment processes.
- Prepare and deliver lectures, seminars and practical sessions (e.g. Home Office Module courses) on a range of subjects to researchers, veterinary personnel and animal care staff (both internal and external to the University).
- Supervise licensees and animal care staff involved in keeping animal health records.
- Manage, supervise, educate and train inexperienced or locum veterinary surgeons so that they can deputise for the NVS.

**Communication and liaison with other veterinary personnel**

The role holder has a responsibility to participate in internal and external meetings (e.g. ethical review, management, veterinary, user, Named Persons) and to communicate to the Home Office, Establishment Licence Holder, Licensees, veterinarians and animal care staff on aspects of the veterinary role as outlined above and will:

- Inform the Establishment Licence Holder (ELH) of any Animal Welfare issue and to keep the ELH and the Home Office Inspector (HOI) of any steps implemented to ameliorate the issue.
- Communicate steps that need to be taken to care for or kill an animal if its health or welfare is giving concern to licence holders or animal care staff.
- Collaborate with other veterinary and animal welfare personnel (internal and external to the University of Cambridge) to harmonise and standardise veterinary practices.
- Communicate zoonotic and notifiable diseases to the relevant authorities.
- Communicate good practice to participants of AWERB, project and personal licence holders and animal care staff.
- Communicate outcome of veterinary examinations, trends in illness and unexpected deaths, health surveillance, disease outbreak management, quarantine measures and other veterinary issues to licence holders and animal care staff.
- Collaborate with diagnostic test providers to discuss test results and implement new testing methodologies.
- Communicate specialist advice e.g. on bio facility building/ room/ caging design to optimise animal welfare, biosecurity and improve functionality to ELH, licensees and animal care staff.
- Communicate animal humane end-points with reference to, and interpretation of, the relevant Project Licence (PPL) to animal care staff, licence holders, Establishment Licence Holder and Home Office.
- Communicate information to the Named Information Officers that needs disseminating to licence holders and animal care staff.



# Person Specification

Criteria	Essential	Desirable
<b>Education and qualifications</b>		
Educated to degree level, with RCVS Veterinary Medicine degree	✓	
Up to date MRCVS Registration	✓	
Approved Home Office NVS qualification / course	✓	
Further qualifications relevant to laboratory animal sciences e.g. CertLAS, DLAS, ECLAM diploma and / or PhD		✓
Official Veterinarian (OV) qualification and registration		✓
Home Office Personal Licence, modules A – C		✓
<b>Experience</b>		
Significant post graduate experience in laboratory animal medicine		✓
Significant veterinary experience within a similar environment, including experience in anaesthesia, surgery and emergency treatment	✓	
Experience caring for relevant animal species	✓	
Experience providing advice and training (to individuals or groups) in general veterinary techniques, surgical techniques, anaesthesia, post-operative care, analgesia and euthanasia, including preparation of course materials	✓	
<b>Skills</b>		
Knowledge, skills and veterinary competence in animal surgery and medicine, including species such as rodents, large animals, primates, birds and aquatic species	✓	
Demonstrable knowledge of legislation and regulations, pertaining to the holding, importing, transporting and exporting of experimental and stock animals including: the Animals Scientific Procedures Act; the Veterinary Medicines Act; the Veterinary Surgeons Act	✓	
Demonstrable knowledge of health surveillance and disease outbreak management including interpretation of diagnostic results	✓	
Fully conversant of AWERB processes including PPL and PIL applications, 3Rs and their application	✓	
Proven computer skills, including ability to use Microsoft Office software programmes.	✓	
Knowledge of the types of work conducted, and the species used at the University.	✓	
Excellent interpersonal skills including written and oral communication, able to present clinical and scientific information to lay-people and presentation skills.	✓	
Confidence dealing with staff at all levels, including senior academics.	✓	
Proven ability to self-motivate, with good organisational skills able to manage own time and use initiative to work proactively and independently.	✓	
Ability to show tact, discretion and maintain confidentiality	✓	
Experience establishing networks, and liaising with a diverse range of stakeholders.	✓	
<b>Additional requirements</b>		
The role holder should have a natural empathy, commitment and dedication to animals.	✓	
In order to retain membership to the RCVS, continuous professional development is required to ensure continued competency and up to date knowledge of best practice.	✓	

# Terms of Appointment

## Tenure and probation

Appointment will be made on a permanent basis. Appointment will be subject to satisfactory completion of a probationary period of 9 months.

## Hours of Work and Working Pattern

The appointment is full-time, working Monday—Friday.

Typical working hours are 37 hours per week although there are no formal conditions relating to hours/times of work but you are expected to work such hours and days as are reasonably necessary for the proper performance of duties. Your times of work will be agreed between you and your Line Manager.

You will also be required to take part in an out of hours 24/7 call out rota covering approximately one week in three. Out of ours / standby duties shall be compensated.

## Pension

You will automatically be enrolled to become a member of USS (Universities Superannuation Scheme) – a defined benefits pension scheme.

For further information please visit:  
[www.pensions.admin.cam.ac.uk/](http://www.pensions.admin.cam.ac.uk/).

## Annual leave

Full time employees are entitled to annual paid leave of 41 days inclusive of public holidays. For new part-time employees, annual leave will be pro rata'd based on days worked.

## General information

### Pre-employment checks Right to work in the UK

We have a legal responsibility to ensure that you have the right to work in the UK before you can start working for us.

If you do not have the right to work in the UK already, any offer of employment we make to you will be conditional upon you gaining it.

**Health declaration** Once an offer of employment has been made the successful candidate will be required to complete a work health declaration form.

### Qualifications

The person specification for this position lists qualifications that are essential and/or desirable. Please note that if you are offered the post you will be asked to provide your relevant original certificates of these qualifications.

**References** - offers of appointment will be subject to the receipt of satisfactory references.

### Screening Checks:

This role requires a security check. Any offer of employment we make to you will be conditional upon the satisfactory completion of this check; whether an outcome is satisfactory will be determined by the University.

The nature of this role means that the successful candidate will also need to undergo a health assessment.

### Information if you have a disability

The University welcomes applications from individuals with disabilities. We are committed to ensuring fair treatment throughout the recruitment process. We will make adjustments to enable applicants to compete to the best of their ability wherever it is reasonable to do so and, if successful, to assist them during their employment.

Information for disabled applicants is available at <http://www.admin.cam.ac.uk/offices/hr/staff/disabled/>

We encourage you to declare any disability that you may have, and any reasonable adjustments that you may require, in the section provided for this purpose in the application form. This will enable us to accommodate your needs throughout the process as required. However, applicants and employees may declare a disability at any time.

If you prefer to discuss any special arrangements connected with a disability, please contact; [ubsrecruitment@admin.cam.ac.uk](mailto:ubsrecruitment@admin.cam.ac.uk)

# The University

**The University of Cambridge is one of the world's oldest and most successful universities. We are a renowned centre for research, education, and scholarship that makes a significant contribution to society. The University is consistently ranked amongst the top universities in the world. Our affiliates have won more Nobel Prizes than any other University.**

Our sustained pursuit of academic excellence is built on a long history of first-class teaching and research within a distinctive collegiate system. For eight centuries our ideas and innovations have shaped the world. Our principal goal is to remain one of the world's leading universities in an increasingly competitive global higher education sector. Today the University of Cambridge is at the centre of a cluster of over 4,300 businesses employing 58,000 people.

Our capital investment projects include the West Cambridge site, the North West Cambridge development and the growth of the Biomedical Campus in the south of the city. The North West Cambridge development includes the opening of a primary school – the first in the UK to be managed by a University. So we are deeply embedded in, and committed to serving, our local community. These are all conspicuous signs of a University that is not only adapting to new needs, but also anticipating the future.

Our mission is to contribute to society through the pursuit of education, learning, and research at the highest international levels of excellence. Our core values are:

- freedom of thought and expression; and
- freedom from discrimination.





# About Us

**The University is one of the world's leading academic centres. It comprises 150 faculties and departments, together with a central administration and other institutions. Our institutions, museums and collections are a world-class resource for researchers, students and members of the public representing one of the country's highest concentrations of internationally important collections.**

The University has an annual income of £2 billion. Research income, won competitively from the UK Research Councils, the European Union (EU), major charities and industry, exceeds £500 million per annum and continues to grow.

The Colleges and the University remain committed to admitting the best students regardless of their background and to investing considerable resources both in widening access and financial support. The 31 Colleges are self-governing, separate legal entities which appoint their own staff. Many academic staff are invited to join a College as a Teaching Fellow, which provides a further social and intellectual dimension. The Colleges admit students, provide student accommodation and deliver small group teaching.

The University awards degrees and its faculties and departments provide lectures and seminars for students and determine the syllabi for teaching and conducting research.

Our instinct for seeking out excellence and setting up enduring and mutually beneficial collaborations has led us to establish strategic partnerships across the globe. Whether it is the successful Cambridge-Africa Programme involving universities in Ghana, Uganda and elsewhere on the African continent; or the close association with the government of India to pursue new research in crop science; or the creation, with Germany's Max Planck Institutes, of a Cambridge-based centre for the study of ethics, human economy and social change – international partnerships are now an inextricable part of the University's make-up.

“Cambridge graduates and researchers have made – and continue to make – a colossal contribution to human knowledge and the understanding of the world around us. Their work touches on the lives and livelihoods of everyone from patients diagnosed with life-threatening diseases, to residents of areas critically affected by climate change, to children growing up in conflict zones. It has a lasting impact on our society, our economy and our culture: the world is truly a better place thanks to their efforts.”

*Stephen Toope, Vice Chancellor 2019*





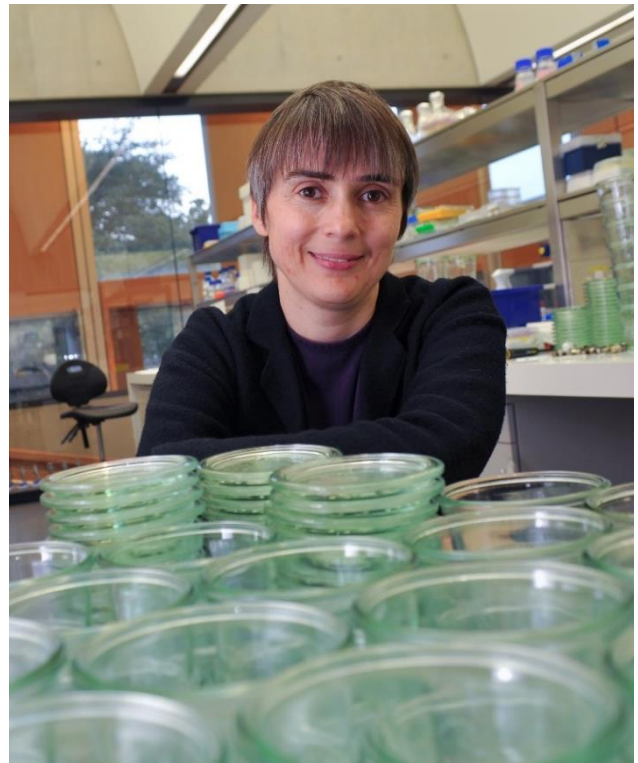
# Working at the University

**Working at Cambridge you will join a diverse, talented and innovative community, with more than 18,000 students and over 16,000 staff from all walks of life and corners of the world.**

The University continually explores strategies to attract and retain the best people. It is committed to supporting its staff to achieve their best. We are a fair, diverse and inclusive society and we believe our staff are our greatest asset. There is strong commitment to developing institutional leadership and supporting and encouraging staff development at all levels.

We offer a variety of roles including academic, research, professional, managerial and support roles. We also offer extensive benefits and excellent learning opportunities within a stimulating working environment.

The University's estate is undergoing the most significant transformation in its history. Cambridge has been able to create a new science and technology campus to the west of the city centre, and is now expanding further to the north west of Cambridge including investing in affordable homes for University key workers and community facilities. Even with our continued development, the University remains within walking or cycling distance across the campus. The University is a major partner on the Cambridge Biomedical Campus and we continue to redevelop our historic city centre sites demonstrating our determination to ensure that we can offer the best facilities and opportunities for our staff and students.



## Equality & diversity

The University has built its excellence on the diversity of its staff and student community. We aim to be a leader in fostering equality and inclusion, and in promoting respect and a sense of belonging for all. We encourage applications from all sections of society. All appointments are made on the basis of merit. We have an Equal Opportunities Policy, along with a range of diversity networks for women, black and minority ethnic and lesbian, gay, bisexual and transgender staff. More details are available here: <http://www.equality.admin.cam.ac.uk/>

The University has a bronze Race Equality Charter aware, with framework for improving the representation, progression and success of minority ethnic staff and students within higher education. Furthermore, the University's Athena SWAN award recognises and celebrates good practice in recruiting, retaining and promoting women.

# Living in Cambridge

**Cambridge is rich in cultural diversity. From beautiful University and College buildings, museums and art galleries, quaint gardens and punts on the River Cam, to a vibrant restaurant and café scene, our employees are surrounded by the wonderful features of this unique city.**

You can find a wide-range of high street shops and 3 shopping centres, with independent alternatives at the historic market and nestled within the passageways in the city centre. You will find a cinema, bowling alley, a nightclub and various live performances At the Cambridge Leisure Park, with further entertainment options at the Corn Exchange, Arts Theatre and the ADC Theatre. Further information can be found on the Visit Cambridge website.

If you prefer the faster pace of life, London is a 45 minute train journey away. For those travelling from overseas, Stansted Airport is just 45 minutes away and Heathrow Airport under 2 hours away. The University is a short distance from a host of other attractions such as Ely Cathedral, Newmarket Races and various wildlife parks and stately homes. Cambridge is also within easy reach of the beautiful Broads and coastlines of Norfolk and Suffolk.

## Relocation Support

The University recognises the importance of helping individuals to move and settle into a new area. We provide support and guidance to those relocating internationally or domestically to take up a post at the University of Cambridge, liaising with other University offices and selected partners to ensure comprehensive relocation support is available. This includes: accommodation, childcare, schools, banking, immigration and transport. If you would like further information, please visit <https://www.accommodation.cam.ac.uk/>. The Shared Equity Scheme and the Reimbursement of Relocation Expenses Scheme provide financial assistance to qualifying new members of staff with the costs of relocating to Cambridge.

## Accommodation Service

The University Accommodation Service helps staff, students and visiting scholars who are affiliated to the University in their search for suitable accommodation in Cambridge. The dedicated accommodation team can provide access to a wide range of University-owned furnished and unfurnished properties, and has a database of private sector accommodation available for short and long-term lets. For further information and to register with this free service please visit <https://www.accommodation.cam.ac.uk/>





# What Cambridge can offer

**We offer a comprehensive reward package to attract, motivate and retain high performing staff at all levels and in all areas of work.**

The University offers a wide range of competitive benefits, from family leave entitlement, to shopping and travel discount schemes. Our generous annual leave package contributes to the positive wellbeing of our University employees. Sabbatical leave enables academics to focus on research and scholarship, whilst still maintaining their full salary. The University also has a career break scheme for academic and academic-related staff, with additional flexible working policies for all other staff.



## Pay and benefits

The University salary structure includes automatic service-related pay progression in many of its grades and an annual cost of living increase. In addition to this, employees are rewarded for outstanding contribution through a number of regular pay progression schemes. The University offers attractive pensions schemes for employees, with an additional benefit of a salary exchange arrangement providing tax and national insurance savings. Payroll giving is also a simple, tax-efficient way for employees to make monthly donations to charity.

## CAMbens employee benefits

We offer a CAMbens scheme for University employees, providing access to online and in-store shopping discounts and cashback. With more than 2,000 participating retailers, employees can save money on a wide range of household expenses, from groceries and clothes, to holidays and insurance and much more. A range of local discounts are also available, helping employees to save money whilst also supporting local Cambridge businesses and a CAMbens Cycle to Work salary sacrifice scheme is also available, which enables employees to save money on transport costs. A 10% discount rate on the purchase of train season tickets, bulk buy tickets and an interest free travel to work loan are also available for staff of the University.





# What Cambridge can offer

## Family-friendly policies

The University recognises the importance of supporting its staff. We have a range of family-friendly policies to aid employees' work-life balance including a generous maternity, adoption and shared parental leave entitlement of 18 weeks full pay and emergency family care support via My Family Care.

Other family-friendly support includes:

Our highly regarded workplace nurseries, a childcare salary exchange scheme and a high quality holiday Playscheme may be available to help support University employees with caring responsibilities (subject to demand and qualifying criteria). Further childcare information can be found here:

<https://www.childcare.admin.cam.ac.uk/>

The Newcomers and Visiting Scholars Group is an organisation within the University run by volunteers whose aim is to help newly arrived wives, husbands, partners and families of Visiting Scholars and members of the University to settle in Cambridge and give them an opportunity to meet local people. The Office of Postdoctoral Affairs supports the postdoctoral community within Cambridge. Further details are available here: <https://www.opda.cam.ac.uk/>

## Your wellbeing

The University's Sport Centre, Counselling Services and Occupational Health are just some of the support services available to University employees to promote their physical and mental wellbeing. There are many societies in Cambridge catering for almost every taste and interest. Whether you want to take part in a sport, participate in music or drama, pursue a hobby, or join a political group, you will almost certainly find that a society exists for this purpose. The University also hosts the [Cambridge Science Festival](#) and [Cambridge Festival of Ideas](#), as well as [Open Cambridge](#) weekend, which together attract over 50,000 visitors per year. The festivals are a great opportunity to get your first taste of public engagement, through volunteering, supporting hands-on activities or proposing a talk.

## Development opportunities

We support new employees to settle in through various activities. The encouragement of career development for all staff is one of the University's values and we put this into practice through various services and initiatives. Our Personal and Professional Development Department provides development opportunities and courses for all University employees. These include face-to-face sessions, online learning modules and webinars. Employees may also apply for financial support to undertake training that will lead to a qualification. We offer reduced staff fees for University of Cambridge graduate courses and the opportunity to attend lectures and seminars held by University departments and institutions. The CareerStart@Cam programme also supports employees in assistant staff roles who do not hold higher education qualifications to develop their skills, experience and qualifications.





# How to apply

Applications should be submitted online via the University of Cambridge jobs page [www.jobs.cam.ac.uk](http://www.jobs.cam.ac.uk) by clicking “Apply online” in the job advert. You will need an email address to register for our online system.

Conversations about flexible working are encouraged at the University of Cambridge. Please feel free to discuss flexibility prior to applying (using the contact information below) or at interview if your application is successful.

Informal enquiries are welcomed and should be directed to:

**UBS Recruitment Team**

[ubsrecruitment@admin.cam.ac.uk](mailto:ubsrecruitment@admin.cam.ac.uk)



**UNIVERSITY OF  
CAMBRIDGE**