

The Wintec Team

Ngā Whakatakanga o Wintec

You and the Wintec Team

You'll be part of the team at Wintec, which aims to strengthen the community on many levels (ki te whakakaha i te iwi hāpori mā te ara matauranga, rangahau arā umanga whanaketanga). Your qualifications and industry experience will help us provide the best education, the most modern facilities and the latest technology to students locally, nationally and worldwide.

Connected to the World

You'll also help Wintec stay connected to business and the community so our students can gain on-the-job experience and graduate work ready. We'll support you to enhance your own qualifications and experience, extend your skill sets and expand your industry and educational connections locally and globally.

Working at Wintec

If you enjoy the challenge of new ideas, the satisfaction of a job well done and the success that comes with great teamwork, you'll love working at Wintec!

Role Purpose

Whāinga Turanga

1. To assist veterinary surgeons in the routine desexing and vaccination of domestic animals
2. Supervision and training of Wintec Veterinary Nursing Programme students while undertaking their work experience on campus
3. Stock-taking and ordering of surgery supplies

Employment Details

Te Anga o te Mahi

Location The appointee will be based at [Rotokauri campus](#), but may be required to work at other sites.

Reports to Team Manager

Remuneration N/A per annum
(An indication ONLY)

Band No Band - HPA or Casual

Direct reports N/A

Financial authority N/A

Functional relationships

Internal

Academic Staff

Administration Staff

Team Managers/Team Leaders/Coordinators

External

Students

Business / Industry / Community

Employers and employer groups



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Accountable for	Successful when
Te Kawenga mō	Angitu ina
Smooth running of the Wintec Animal Technology Veterinary surgery	Coordinates clients and surgery schedule to fulfil the teaching needs of the Veterinary Nursing Programmes.
Demonstrating and teaching best practice in Veterinary Nursing.	Fulfills supervisory tasks on the job in a timely manner.
Assists lead tutors in Animal Handling sessions	Confidently and knowledgeably supervises students in Animal handling practicals.
Health and safety management accountabilities are understood and applied. Individual and staff H&S outcome and objectives are reviewed at least annually.	Significant hazards in the area of responsibility are identified, documented and reviewed annually or as new hazards emerge. Significant hazards are eliminated, isolated and/or risk minimised. Staff in the area of responsibility are involved in the hazard management process. Relevant H&S training is identified and completed for key staff and those with specific job/training requirements. Work accidents and incidents are reported as soon as possible after occurrence; investigation reports are completed and recommendations considered.
Wintec culture	<p>Observes Wintec's mission, strategies, priorities and values in all activities.</p> <p>Follows all Wintec policies and procedures and legislative obligations.</p> <p>Demonstrates an understanding and commitment to the principles of the Treaty of Waitangi and Equal Employment Opportunities (EEO).</p> <p>Demonstrates an understanding of and commitment to Wintec's mission, strategies, priorities and values.</p> <p>Promotes equity and diversity in the workplace; builds mutual trust; and treats staff equitably, transparently, fairly and in a culturally appropriate manner.</p> <p>Undertakes continuous improvement and development of systems, procedures and service to ensure Wintec maintains and develops its position as a leading provider of vocational education and training.</p>
Other duties	Performs other duties as may be reasonably required from time to time.

Our Values

Ngā Uaratanga

Working Together

Mahi tahi

We work collaboratively within and outside our organisation. We form partnerships, openly communicate, share expertise and try new things.

Challenge and Innovation

Whakaaro whānui

We are leaders, so we challenge ourselves and others to look for ways to do things better and to embrace innovation and achievement.

Customer Focus

Manaaki tangata

Students, employers and colleagues in the organisation are all our customers. We drive our organisation from their needs, and act with purpose, creativity and energy to exceed their expectations.

Valuing People

Whakamana i te tangata

We treat everyone with courtesy and respect, without prejudice and valuing different perspectives. We involve and listen to others, and recognise them for their contribution; always acting with integrity.

Taking Ownership

Kia tika

We are all responsible for the overall success of our organisation, and are accountable for our actions and results. We make quality decisions based on sound information and we learn from our mistakes in a 'no blame' culture.

Improvement and Opportunity

Kia tupu, kia hua

We are committed to setting high standards and continually improving what we do. We are passionate about extending opportunities to students, employers and the wider community.



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Competency Specification

Pūkenga Tautuhi

Education / training

Require a Diploma in Veterinary Nursing or equivalent.

Experience

At least 2 years full time work experience in a vet clinic.

Typical knowledge, skills and attributes

Able to exercise judgement in problem solving.

Ability to be innovative, to question the status quo and to adapt to changing circumstances.

Ability to use initiative.

Highly developed interpersonal and relationship skills.

Demonstrated ability to work with colleagues to resolve issues and meet agreed outcomes.



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