

Tamil Nadu Animal Welfare Board

No.13/1, Valmiki Nagar, 3rd Sea Ward Road, Thiruvanmiyur, Chennai – 600 041

Ph.No.044-24575701; Email: tnawb23@gmail.com

APPLICATION FORM FOR ANIMAL WELFARE OFFICER/ VETERINARY SURGEON

Post Applied:

Please fix a recent
passport size
photograph

1. Name of the applicant: _____

A. Present Postal Address with Pin Code

Phone _____

E-mail _____

B. Permanent Residential Address with Pin Code _____

Phone _____

2. Date of birth _____ Age in years (as on 1st April 2025)

3. (a) Academic Achievements :

Examination Passed	Year	University	Subject	Percentage of marks obtained
Higher Secondary				
Bachelor's Degree				
Master's Degree				

4. Employment held so far / Experience:

Sl.No.	Name of the Employer	Position Held	Period		Emoluments per month
			From	To	

*5. Research publications, title of the publication, year of publication, journal, etc., may be indicated (reprint may be enclosed).

(a) Animal Welfare activities:

(b) Number of Animal Birth Control Surgeries done so far:

*6. Seminar / Symposium / Workshop / Conference attended (Documentary proof(s) may be enclosed)

*7. Extracurricular activities.

8) Name, Complete Post Address and Phone Numbers of three referees should be given below :

- 1.
- 2.
- 3.

9) Certified that information furnished above are correct to the best of my knowledge.

*** Details must be given in a separate sheet.**

Place:

Date:

(Signature of the Applicant)

TAMIL NADU ANIMAL WELFARE BOARD

No. 13/1, 3rd Seaward Road,

Valmiki Nagar, Thiruvannamipur, Chennai – 41.

Phone No: 044-24575701, Mail-id: tnawb23@gmail.com

Guidelines for District Level Animal Welfare Officer:

1. Candidate must have degree in B.V Sc & AH and should have registered in Tamil Nadu Veterinary Council with a Minimum of 10 years of experience in the Animal welfare or service in the Animal Husbandry Department (AHD), Dairy sector, or TANUVAS University.
2. The Post is purely temporary and on contractual basis only. Honorarium of Rs. 56,000/- will be paid per month for the post of District Level Animal Welfare Officers.
3. The candidates should give their willingness to work in any place in Tamil Nadu.
4. The application should be submitted in an envelope super scribing the name of the post and should be addressed to,

Member Secretary,
Tamil Nadu Animal Welfare Board,
No.13/1, Valmiki Nagar,
3rd Sea Ward Road,
Thiruvannamipur,
Chennai – 600 041.

Guidelines for Veterinary Surgeons:

1. The candidate must possess a B.V.Sc degree and be registered with the Tamil Nadu Veterinary Council, with a minimum of 2 years' experience in Animal Birth Control (ABC) surgeries and post-operative care management.
2. Candidates with an M.V.Sc surgery & Obstetrics and Gynaecology will be preferable
3. The Post is purely temporary and on contractual basis only. An honorarium of Rs. 56,000/- per month will be paid for the post of Veterinary Surgeon.

4. Candidates should be willing to work at any location within Tamil Nadu as per the requirements of the Tamil Nadu Animal Welfare Board.
5. The application should be submitted in an envelope super scribing the name of the post and should be addressed to,

Member Secretary,
Tamil Nadu Animal Welfare Board,
No.13/1, Valmiki Nagar,
3rd Sea Ward Road,
Thiruvannamiyur,
Chennai – 600 041.

Tamil Nadu Animal Welfare Board

No. 13/1, 3rd Seaward Road,
Valmiki Nagar, Thiruvananthapuram, Chennai – 41.
Phone No: 044-24575701, Mail id: tnawb23@gmail.com

Animal Welfare Officer – Tamil Nadu Animal Welfare Board (TNAWB)

Key Responsibilities

1. Grievance Redressal

- Address and resolve complaints related to animal cruelty, abandonment, and welfare violations.
- Investigate grievances, document findings, and coordinate with relevant authorities to take appropriate action.

2. Field Inspections

- Conduct field visits to shelters, Animal Birth Control (ABC) centers, breeding establishments, boarding facilities, and rescue sites.
- Ensure compliance with the *Prevention of Cruelty to Animals Act, 1960*, *ABC Rules, 2023*, and other applicable animal welfare laws.
- Prepare detailed inspection reports and recommend necessary corrective measures.

3. Awareness and Advocacy

- Educate stakeholders, including the public, on animal welfare laws, government schemes, and ethical animal care practices.
- Collaborate with government bodies, NGOs, and communities to organize awareness programs promoting humane treatment of animals.

4. Stakeholder Coordination

- Work closely with local authorities, NGOs, and community representatives to address animal welfare concerns effectively.

5. Documentation and Reporting

- Maintain accurate records of grievances, inspections, follow-ups, and resolutions.

- Submit timely reports on field activities and grievance redressal to senior officials of the Board.

6. Qualifications and Requirements

- **Education:** Bachelor's degree in Veterinary Science (B.V.Sc.) & AH / (M.V.Sc.)
- **Experience:** minimum of 2 years' experience in Animal Birth Control (ABC) surgeries and post-operative care management.
- **Knowledge:**
 - In-depth understanding of government welfare schemes implemented by the Animal Husbandry Department (AHD).
 - Strong familiarity with animal welfare laws, rules, and regulations.
 - Proficiency in computer applications and report preparation.
- **Skills:** Excellent communication, problem-solving, and organizational abilities; capable of handling challenging situations with professionalism and empathy.
- **Language Proficiency:** Tamil and English.
- **Residency:** The applicant must be a resident of the district where they are to be posted for at least 5 years.
- **Age Limit: 35–55 years** as on 01.04.2025

Veterinary surgeons – Tamil Nadu Animal Welfare Board (TNAWB)

Key Responsibilities

1. Animal Birth Control (ABC) Program

- Perform spay/neuter surgeries for stray dogs and cats at ABC centres.
- Ensure proper post-operative care, including monitoring recovery, administering medications, managing complications and responsible for the entire ABC Centres.
- Maintain accurate surgical and post-operative records as per ABC Rules, 2023.

2. Vaccination and Disease Prevention

- Administer anti-rabies and other routine vaccinations to stray and community animals.
- Monitor animals for signs of infectious diseases and take preventive measures.
- Maintain detailed vaccination and health records.

3. Medical Care and Treatment

- Provide treatment, and emergency care to injured or sick animals.

- Refer complex cases to higher veterinary facilities when required.
- Ensure humane handling of animals during treatment.

4. Training and Capacity Building

- Train dog catchers, dog handlers, and support staff in safe handling, surgery assistance, and post-operative care.
- Guide ABC center staff on hygiene, feeding, and proper care practices.

5. Monitoring, Documentation, and Reporting

- Maintain records of sterilized, vaccinated, and treated animals, including post-operative outcomes.
- Submit monthly and annual reports of ABC center activities to the Board.
- Monitor and evaluate the implementation of ABC and vaccination programs.

6. Stakeholder Coordination

- Collaborate with local authorities, NGOs, and community representatives to implement ABC and vaccination programs effectively.
- Support public awareness campaigns on dog sterilization, rabies prevention, and responsible animal care.

7. Compliance and Ethical Practices

- Ensure all activities comply with the Prevention of Cruelty to Animals Act, 1960, ABC Rules, 2023, and other relevant laws.
- Uphold high standards of animal welfare and ethical veterinary practice, particularly during surgeries and post-operative care.

8. Qualifications and Requirements

- **Education:** Candidate with M.V.Sc. surgery & Obstetrics and Gynaecology (Preferable)
- The candidate with B.V.Sc & AH degree and be registered with the Tamil Nadu Veterinary Council, with a minimum of 2 years' experience in Animal Birth Control (ABC) surgeries and post-operative care management.
- **Knowledge:**
 - In- depth understanding of veterinary surgical procedures, sterilization programs, and post-operative care.
 - Familiarity with anti-rabies vaccination protocols, disease prevention, and emergency veterinary care.
 - Knowledge of animal welfare laws, ABC Rules, 2023, and relevant government schemes.

- Proficiency in record-keeping, report preparation, and basic computer applications.

- **Skills:**

- Proficient in performing Animal Birth Control (ABC) surgeries and managing post-operative care.
- Strong diagnostic and treatment skills for stray and community animals.
- Ability to train and guide shelter staff, dog catchers, and handlers in safe animal handling and care.
- Excellent communication and interpersonal skills to interact effectively with colleagues, local authorities, and the public.
- Strong organizational and problem-solving abilities, capable of managing surgical schedules, vaccination drives, and reporting.
- Ability to handle emergency situations calmly and professionally while ensuring animal welfare and safety.
- Proficiency in maintaining records, preparing reports, and using basic computer applications.
- Commitment to ethical veterinary practice and humane treatment of animals.

- **Language Proficiency:** Tamil and English.

- **Residency:** The applicant must be a resident of the district where they are to be posted for at least 5 years.

- **Age Limit: below 40 years** as on 01.04.2025

