Company Overview

Overton Veterinary Services (OVS) is a progressive mixed animal veterinary practice located in Overton, Nebraska. OVS has been providing veterinary care throughout central Nebraska for over 50 years and currently has five veterinary owners. OVS specializes in beef cattle medicine including cow/calf production, feedlot consulting and stocker cattle backgrounding. In addition, doctors provide equine and companion animal expertise.

Role overview

OVS is currently looking for a qualified Director of Business Operations. This role is responsible for managing all financial aspects of the business as well as human and client relations. This role reports to the team of practice owners and is accountable for overall business performance.

Day-to-day responsibilities

Finance and Operations Management

- Develop and administer financial plans to include budgeting, capital planning, product margin management, etc.
- Responsible for all financial reporting, advising owners on key financial decisions
- Maintain relationships with business professionals including distributors, manufacturers, accountant, banker, insurance agents, IT personnel, etc.
- Oversee business policies and general accounting procedures
- Support office staff with daily operations to include scheduling, product purchasing, inventory management, etc.
- Oversee all compliance and regulatory programs for products, employees, doctors, etc.

Human Relations

- Manage all aspects of employee recruitment and onboarding
- Oversee employee programs and compliance
- Execute annual performance evaluation process to include compensation analysis
- Ultimate accountability for employee performance, equity of hours worked, employee disputes, etc.
- Develop and implement staff training program

Client relations

- Aid cattle processing crews in data capture to ensure accurate herd records on file for major customers
- Perform ad hoc analysis for key customers, including average daily gain calculations, projected calving dates, estimated birth weights, etc.
- Implement customer education programs to include trainings, customer meetings, etc.

Qualifications

- Minimum bachelor’s degree in Business, Animal Science or other related field
- Five or more years’ experience in agriculture or livestock type business with minimum three years’ experience in operational/administrative management
- Superior communication skills and ability to influence at all levels of an organization; successful candidate will be equally equipped to have high-level financial discussions with ownership and daily interaction with team of multi-generational exempt employees
- Flexible and ability to multi-task; must work well in ambiguous, fast-paced environment
- Proficient with all Microsoft Office programs, especially MS Excel, as well as exhibit ability to quickly learn specific operational software

Application Details

Qualified candidates shall send resume with references and cover letter to kprintz@overtonvet.com. Additional questions can be directed to Kari Printz at 308.324.7202.