



Company Details Confidential



#JOB-2466467



Johnstown, Barnaslingan Lane, Kilternan, Co.

Dublin, D18 WN97



No of positions : 1



Paid Position



40 hours per week



37544.00 Euro Annually



31/08/2026



28/09/2026

How to apply

Application Method :

Not available



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online



Dog Boarding & Daycare Operations Manager

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Job Title: Dog Boarding & Daycare Operations Manager

Employer: VetSit Limited

Location: VetSit, Barnaslingan Lane, Kilternan, D18 WN97

Hours: 40 hours per week

Annual Salary: €37,544

Role Summary

The Dog Boarding & Daycare Operations Manager will be responsible for managing and coordinating the day-to-day operation of VetSit's dog boarding and daycare facilities.

The role will include responsibility for staffing and rotas, operational workflows, allocation of resources, staff supervision and training, animal welfare standards, health and safety, and the efficient running of the facilities.

Main Responsibilities

- Plan, organise and coordinate the daily operation of the dog boarding and daycare facilities.
- Prepare staff rotas, allocate duties and ensure appropriate staffing levels based on operational requirements and the number of animals in care.
- Supervise operational staff and participate in recruitment, induction and training.
- Implement and monitor operational procedures relating to animal welfare, hygiene, health and safety and facility standards.
- Coordinate stock, equipment, supplies and other resources required for the effective operation of the facilities.
- Monitor facility capacity, staffing requirements, operational resources and service standards.
- Manage day-to-day operational issues and identify improvements to workflows and procedures.
- Maintain appropriate operational records and prepare reports on staffing, resources and facility

operations.

- Liaise with senior management regarding staffing needs, operational capacity, resources and improvements to the boarding and daycare operation.

Qualifications, Skills and Experience Required

- Degree or equivalent qualification in Veterinary Medicine, Animal Science, Business Management or a related field, with Veterinary Medicine or Animal Science preferred.
- Previous experience in business or operational management within an animal-care or veterinary establishment, including staff coordination, scheduling and resource allocation.
- Experience within a veterinary, dog boarding, daycare, animal-care or related environment.
- Experience supervising or coordinating staff and operational workflows.
- Knowledge of animal welfare, hygiene, safe animal handling and health and safety standards.
- Strong organisational, communication and problem-solving skills.

Nature of the Role

This is a non-clinical operational management position. The role does not involve diagnosing or treating animals, prescribing medication, performing veterinary procedures or carrying out duties requiring registration with the Veterinary Council of Ireland.

- **Sector:** other service activities

Career Level

- Managerial