



**ERCIYES UNIVERSITY
FACULTY OF VETERINARY MEDICINE**

JOB DEFINITIONS

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Unit:	Dean of the Faculty of Veterinary Medicine
Task Name:	Teaching Assistants (Research Assistant)
Chief:	Dean
Unit Affiliated	Dean of the Faculty of Veterinary Medicine

BRIEF DESCRIPTION OF THE JOB:

DUTIES AND RESPONSIBILITIES

- To assist in the educational, scientific and administrative activities of the department.
- To take part in the faculty committees and fulfill the committee duties.
- To participate in the meetings planned by the dean, department head and department head.
- To contribute to the coordination of the faculty and other units.
- To contribute to student guidance and counseling.
- To ensure the orientation of students to the faculty, environment and department.
- To contribute to the activities such as congresses, conferences, meetings, courses, seminars, special day events etc. organized by the faculty,
- To perform other scientific, academic and administrative duties assigned by the rector, dean, department head and department head in the faculty,
- To act as an observer in the Board-Internship-Midterm-Final-Supplementary exams.
- To contribute to the conduct of scientific research and publications,
- To perform other scientific, academic and administrative tasks and procedures assigned by the senior managers within the process to which they are affiliated.
- Research Assistants are responsible to the Dean for their work/actions.

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