

JOB DESCRIPTION

Animal Control Officer Humane Officer

Salary Range \$16.83 to \$21.49 per hour

DEFINITION

Under direct supervision of Supervisor of Animal Services, performs humane officer and animal control duties. Drives an animal control vehicle and responds to radio dispatched requests for service. Works a schedule that includes days, nights, weekends and holidays as necessary.

DUTIES

- Provides prompt and courteous response to requests for animal control services.
- Handles all types of domestic and wild animals. Occasional running to apprehend loose animals evading capture
- Educates the public regarding the importance of humane treatment for all animals.
- Investigates complaints of cruelty and neglect. Documents all activities relating to investigations.
- Responds to emergencies and transports injured, sick and aggressive animals.
- Performs euthanasia when necessary.
- Effects rabies control through quarantine procedures. Issues citations to enforce animal control and cruelty laws.
- Maintains a daily log and monthly statistic sheet documenting his/her activities.
- Maintains animal control vehicle and equipment.
- Performs other duties as assigned.

QUALIFICATIONS

High school diploma or G.E.D. and at least eighteen years of age.
Excellent driving record and no felony convictions.
Able to lift at least 70 pounds and work outside in all types of weather
Ability to communicate clearly and effectively both verbally and in writing.
Ability to pass written test with a minimum score of 70% .
Must pass a pre-employment physical examination and drug test.

KNOWLEDGE AND ABILITIES

Animal Breeds
Proper methods of safely handling and restraining a wide variety of animals
Animal nutritional needs
Symptoms of common diseases of dogs and cats.