

The Decatur County Animal Control Department is recruiting for a full-time Animal Control Officer who, under the general direction of the Shelter/Department Manager and Board of Directors will ensure compliance with laws, regulations, and ordinances pertaining to rabies vaccination, humane treatment, containment, housing, nuisance, capture, and impounding. The incumbent hired for this position will be required to serve, and effectively interact with the public as the front line of defense to protect the health and safety of humans and animals.

Paid training provided as budget allows.

\$15.37 per hour

## **Qualifications**

- High School Diploma or GED - Ability to acquire / maintain required certification(s).
- Experience (or desire to learn) handling and care of animals.
- General knowledge (or desire to learn) of State Law and local ordinances pertaining to Animal Control.
- Passion for serving community; Public service.
- Strong written / verbal communication skills.
- Independent judgment to prioritize multiple assignments and tasks.
- Computer literate.
- Team player, conscientious.

## **Responsibilities**

- Enforcing State Law, City and County ordinances in relation to animal welfare and owner responsibility.
- Capture and impounding of stray animals, and responding to complaints from the public and law enforcement including, but not limited to; neighbor disputes, nuisance calls, aggressive animals, abandonment, incarceration, neglect / cruelty.
- On call between the hours of 7am-8pm, 7 days a week
- Accurate record keeping of run log, incidents, warnings, and ordinance violation notices within ShelPro management system and organization of supporting documents.
- Cleanliness, organization, and routine maintenance of department vehicle.
- Available after hours if needed for work, emergencies, and/or to assist law enforcement.
- Animal care and cleaning as needed.
- Office administrative as needed.
- Transporting animals to and from veterinary clinic for spay/neuter program, vaccinations, and animal care appointments.
- Picking up food and supplies and other errands.
- Assisting with euthanasia.
- As directed by Department Manager and other duties as assigned.

Decatur County is an Equal Opportunity Employer

# Applicant Qualifications

You have requested that Indeed ask candidates the following questions:

- What is the highest level of education you have completed?
- How many years of Animal handling experience do you have?
- Please list 2-3 dates and time ranges that you could do an interview.
- Do you have a valid Driver's License?

## Language

English

## Expected Hiring Date

1 to 2 weeks

## Hires Needed

1

## Schedule

8 hour-shift, Day shift, Holidays, Monday to Friday, On call, Overtime, Weekends

## Application Settings

Apply method: Email

Send updates to: shelter22@frontier.com

Employer Assist: 14 days