

CITY OF PERRY, GEORGIA

JOB ANNOUNCEMENT

POSITION OPENING:	<u>23-18</u>	Post Dates: <u>September 22 – October 6, 2022</u>
Classification Title:	<u>Animal Control Specialist I</u>	
Salary Range:	<u>\$32,300 – \$45,800</u>	
Location:	<u>Perry Department of Public Works</u>	
Term of Appointment:	<u>Regular/full-time</u>	
Probationary Period:	<u>12 months</u>	

JOB SUMMARY:

This position performs skilled work in the apprehension and care of animals found in violation of City Animal Control and other enforcement ordinances. The individual selected for this position must be able to work a modified schedule that includes Saturday shifts.

ESSENTIAL TASKS:

- Maintain and sanitize the Animal Control facility, kennels, and cages according to standards and requirements established by State and local guidelines. Provide care to harbored animals to maintain health and safety while in the custody of Perry's Animal Control division.
- Maintain and operate the Animal Control vehicle(s) and assigned equipment to extend the useful life.
- Capture and remove stray, uncontrolled, or abused animals from undesirable conditions using methods and equipment in accordance with State and local regulations.
- Complete and track reporting of all Animal Control activities, maintaining files of impoundments, adoptions, and dispositions of animals.
- Enforce and educate the public on the City's code of ordinances and Chapter 4-Animals: investigate reports of violations, interview witnesses, collect evidence, write reports, issue citations, and prepare and present evidence in court as needed.
- Effectively communicate with E911 dispatch and the City of Perry Police Department in order to address citizen concerns, complete work orders, and safely conduct Animal Control business.
- Patrol City limits in an effort to address concerns or issues pre-emptively prior to complaints or citizen concern.
- Routinely transport deceased animals from Animal Control facility to the proper disposal site in accordance with storage capacity, safety, and regulatory standards.

KNOWLEDGE, SKILLS, & ABILITIES REQUIRED FOR THE POSITION:

- Ability to work with and care for different types of animals, with an understanding of the principles and practices of animal control measures.
- Knowledgeable in relevant State regulations and City policies, procedures, and ordinances.
- Ability to coordinate and participate in volunteer activities.
- Knowledgeable of the City's geographic layout, including streets, neighborhoods, parks, etc.

SUPERVISION RECEIVED AND/OR EXERCISED:

- Position reports to the assigned manager of Division or higher-level leadership.
- Position may lead and coordinate volunteer groups and project teams.

PHYSICAL DEMANDS:

Class D criteria job demand.

WORK ENVIRONMENT:

Work is performed primarily outdoors, in all seasons. Some work on ladders and/or within confined spaces is required. Certain preventative vaccinations may be required. On-call, off-hours scheduling is required.

MINIMUM QUALIFICATIONS:

- Ability to work with and care for animals.
- Possession of a valid, current driver's license and acceptable Motor Vehicle Record.
- Ability to effectively interact with the public.
- Ability to read and comprehend laws, policies, and guidelines.
- Ability to process reports and provide court testimony.
- Ability to work a modified schedule (Tuesday through Saturday).

This position requires pre-employment, post accident, and random drug screening.

**THE CITY OF PERRY IS AN EQUAL OPPORTUNITY EMPLOYER
AND A CERTIFIED DRUG FREE WORKPLACE**