



City of Tuskegee
POSITION ANNOUNCEMENT

Date Posted: 10/23/2017

This position announcement constitutes neither a written or implied contract of employment. The City of Tuskegee reserves the right to revise, alter and/or change the job description for this position, as the City deems necessary.

The following position is now open. Applications received after the closing deadline will not be considered.

Position Information

Job Title: Animal Control Officer Department: Police
Job Status: [X] Regular Full-Time [] Temporary Full-Time
[] Regular Part-Time [] Temporary Part-Time
Standard Scheduled Hours: Monday - Friday Days to be Worked: 8a - 4:30p and on-call hours Starting Pay Rate: \$25,000 / annually

Position Description

General nature/purpose of work: Carries out animal control and welfare activities, enforces city ordinances, maintains records and prepares reports. Patrols City to locate domestic animals running at large. Answers calls and responds to complaints of vicious or diseased domestic or wild animals. Capture and transport domestic animals to the shelter. Answer calls related to inhumane treatment or neglect of animals. Aid animals in distress. Capture unidentified domestic animals in inhumane conditions and transport to shelter. Determine ownership of domestic animals required to be licensed and examine animal license for validity. Investigate reports of animal cruelty, issue citations for violations of City ordinances. Maintains written log of activities, prepares and maintains files of Animal Control Report, Weekly Pickup Report, warnings, citations and warrants.

Minimum Qualification Standards (Additional qualification standards are found on the job description.)

Credentials & Experience:

- Applicant must possess a High School diploma or equivalent
Must possess and maintain a valid Alabama driver's license
Experience in animal care is desirable
Two years of work experience involving contact with the public
If considered for hire applicant must also pass a background check and drug/alcohol screening

Credentials & Experience:

Must be willing to work during non-duty hours, holidays and weekends when necessary to achieve goals. Must be willing to travel overnight to attend and participate in trainings, conferences, workshops, and other activities.

Date of Announcement: October 23, 2017 Closing Date for Applicants: Open Until Filled

All qualified candidates should submit a City of Tuskegee application to the HUMAN RESOURCE DEPARTMENT, Re: Animal Control Officer, 101 Fonville Street, Tuskegee, Alabama 36083 or apply online at www.tuskegeealabama.gov