



Animal Care Technician

Summary

Perform shelter-cleaning duties, animal feeding, and other duties related to the maintenance of the Animal Shelter and the animals being held at the shelter.

Class Characteristics:

General supervision is provided by the Animal Services Supervisor; responsibilities may include the indirect supervision of support staff.

Essential Duties, Skills, and Demands of the Position

The duties, skills, and demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with a disability to perform the essential duties, skills, and demands.

Duties:

Perform brief assessment of animal health and temperament on arrival; conduct a daily walk-through to assess animal safety & well-being. Set-up and house incoming animals, including wild cats.

Proper feeding and grooming of all animals.

Wash/disinfect dishes, litter pans, toys, and bedding. Disinfect all cages/runs daily.

Keep all animal areas clean, includes sweeping/mopping. Remove animal waste products throughout day.

Proper use of equipment such as cleaning tools, disinfectant sprayer, ladders, and catch poles

Assist the public to locate lost pets, including the viewing of dead on arrival (DOA's) as needed for identification; greet and accompany to areas of shelter housing stray animals.

Vaccinate animals and administer prescribed medications, euthanasia by injection as necessary.

Restock supplies in all animal areas; maintain adequate supplies, including food, cleaning and disinfectant supplies.

Bleach animal areas weekly.

Assist with the training and monitoring of volunteers.

Perform related duties as assigned.

Skills/Abilities:

Ability to learn proper cleaning methods and safe use of cleaning materials and products.

Learn the descriptive and distinguishing characteristics of different breeds of dogs and cats.

Read and follow written and oral instructions and complete necessary forms.

Perform basic math skills: measurements and percentages.

Communicate effectively both verbally and in writing.

Establish and maintain effective relationships with those contacted in the course of the work.

Physical Demands and Work Environment:

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to climb or balance; stoop, kneel, crouch, crawl; and smell. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. The employee must be able to perform heavy physical labor, including having sufficient strength to lift and carry tools and materials weighing up to 50 pounds. While performing the duties of this job the employee is occasionally exposed to outside weather conditions, wet and/or humid conditions, moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, and vibration. The noise level in the work environment may be moderate to loud depending on working conditions.

Qualifications

Knowledge of:

Proper handling and caring of animals to perform the work in a humane manner.

Education and Experience

Any combination equivalent to the education and experience likely to provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Equivalent to graduation from high school.

Experience:

Experience handling animals is desirable.

Certifications/Licenses:

Possession of a valid California Class C driver's license.

A Certification in administering euthanasia is required within 12 months of employment.

Willing to work weekends and holidays.

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