



City of Ames
Animal Control Attendant - FT

SALARY	\$19.93 - \$26.33 Hourly	LOCATION	50010, IA
JOB TYPE	Full-Time	JOB NUMBER	25-2309-01
DEPARTMENT	Police	DIVISION	Animal Control
OPENING DATE	03/06/2026	CLOSING DATE	3/16/2026 12:00 PM Central
FLSA	Non-Exempt	BARGAINING UNIT	MERIT
RESIDENCY REQUIREMENT?	No		

Centrally located in the heart of Iowa, Ames is a vibrant, progressive community with more than 66,000 residents providing an excellent quality of life. Home to Iowa State University, Ames offers year-round recreation opportunities, diverse cultural offerings, a stable economy, safe neighborhoods, and a high-achieving school district.

General Information

<https://www.youtube.com/embed/97rsAGfo1eQ?&wmode=opaque&rel=0>

The City of Ames is in looking to fill an opening for a Animal Control Attendant position with the Animal Control division of the Police Department. Under general supervision of the Animal Control Supervisor, this position performs work of routine difficulty involving the exceptional care of animals and customer service at the animal control facility and the cleaning and maintenance of the facility itself; receives and processes impounded animals; works with shelter volunteers to support proper handling of animals in shelter care; performs other related work as required.

This position is FULL TIME, which is at least 40 hours per week. This schedule is subject to change as coverage is needed due to influx of animal intake and staffing limitations.

In order to be considered for this position, all applicants must submit their online application by the deadline listed on this posting. Your application includes complete responses to the supplemental questions. Please keep in mind that submission of a resume in lieu of work history on your application or answering the supplemental questions is not sufficient.

Compensation Philosophy:

The City of Ames has a compensation philosophy that the starting pay for our merit salary ranges establishes the salary for employees who meet minimum requirements of a position. The median of any merit salary range is for an employee who can reasonably meet all expectations of the position responsibilities without initial extensive training. In order for employees to have an opportunity to grow within their position, we may consider a candidate's education, experience, and skills above the minimum requirements when looking at a salary closer to or slightly above the median. The median for this position is \$23.1283/hour.

Benefits

Our comprehensive benefits package can be viewed at: [City of Ames Benefits](#)

Public Service Loan Forgiveness (PSLF) Program: The PSLF Program is a federal program that is intended to encourage individuals to work in public service by forgiving the balance of their federal student loans. To qualify, the individual must have made 120 qualifying payments while employed by a qualifying employer. For more information, please visit:

[PSLF Program](#)

Examples of Essential Job Functions

Animal Health

- * Assists other personnel by following written and oral instructions with administration of treatments, medications, and other procedures for animals.
- * Assists Registered Veterinary Technician (RVT) or other staff with nail trims and restraining animals for various procedures.
- * Report signs of illness, disease, injury, or unusual activity to the RVT.

Animal Care

- * Cleans and disinfects kennels, floors, cages, equipment, runs, walls, and other areas of the facility with appropriate cleaning agents in order to maintain a healthy and sanitary facility for shelter animals and the public.
- * Feeds appropriate diets/quantities, provide daily fresh water, and cares for a wide variety of animals.
- * Exercises and socializes animals.
- * Bathes and grooms animals as deemed necessary
- * Performs minor kennel repairs or reports maintenance/repair needs
- * Wash and dry towels, blankets, bedding materials and other washable items
- * Wash and sterilize water/food bowls
- * Empty, wash, sanitize and dry litter boxes of cats or other small animals.
- * Empty trash daily and replenish trash bags
- * Perform general cleaning
- * Ensure that animals are clean and smell fresh

Records

- * Enters accurate data into animal control database
- * Generates various reports for animals
- * Updates daily observation sheets to monitor food intake/output
- * Provides lead input and documentation on animal biographies and observed behaviors
- * Recognize and record any unusual condition or abnormal behavior of any shelter animal

Volunteer Program

- * Assists staff with ensuring proper procedures in animal care is performed by volunteers
- * Works cooperatively with volunteers to achieve exceptional animal care

- * Provides guidance, technical support and training for volunteers working in the facility

Other Essential Duties

- * Assists with customer service duties as needed
- * Assists Animal Control Officers or other staff with loading/unloading of animals
- * Monitors, orders, stocks, and inventories animal care supplies
- * Assist staff with humane euthanasia for impounded animals as directed by the Animal Control Supervisor
- * Maintains positive, cooperative relationships with co-workers, volunteers and the public
- * Prioritize needs, self-management of time, flexibility in completing tasks and always work as a team to accomplish goals/objectives
- * Assists other staff with social media posts, adoption promotions, animal reclaims, adoptions, etc.

Other Job Functions: Assists staff with the safe handling of incoming and outgoing animals; keeps inventory of materials used, and makes arrangements to restock materials, as needed. Also, may run errands for the shelter and shuttle animals to and from appointments and other locations.

Each employee is expected to continually strive to bring shared values to life through our Excellence Through People organizational culture. ETP values include: committing to continuous improvement; inspiring creativity and innovation; being customer driven; making data-driven decisions; championing employee involvement; striving for excellence; having fiscal stewardship; acting with honesty and integrity; exhibiting leadership; choosing a positive attitude; respect and dignity for one another; promoting safety and wellness; and cultivating teamwork. For leaders, this includes creating a work culture that brings these values to life. For all employees, this includes maintaining a Total City Perspective. The purpose of ETP is to deliver exceptional services to the public at the best price, and for employees to experience an enjoyable and stimulating work environment.

Qualifications

Education and Experience: High School diploma, HiSet, or GED. Six months of experience working with animals in an animal care facility or equivalent.

Licenses and Certificates: Possession of a valid Iowa driver's license and satisfactory driving history.

Prior history that may disqualify a candidate includes, but is not limited to: criminal background, lack of integrity, dishonest behavior, failure to maintain confidential information, cash management issues, substance abuse of any kind and failure to accurately inventory, log and maintain controlled substance records.

Knowledge, Skills and Abilities Required to Perform Essential Functions:

Knowledge of animal behavior, common animal diseases and their symptoms, care and feeding of animals, and effective methods for cleaning and disinfecting facilities and equipment in an animal shelter setting.

Knowledge of best practices and techniques for the safe and humane treatment of animals and humane euthanasia techniques.

Knowledge of physical and behavioral characteristics of small animals.

Knowledge of work-related safety standards and procedures and the ability to interpret and follow those standards and procedures.

Skill in assessing situations to offer and provide best assistance. Skill to provide calm interactions with animals in stressful situations. Skill in offering support and taking appropriate action in a team environment.

Ability to exercise discretion and good judgement in providing efficient, responsive, and excellent animal care services.

Ability to understand and follow oral and written instructions. Ability to handle animals humanely and effectively under stressful situations; handle aggressive, sick or injured animals and recognize normal and abnormal behavior and signs of disease or illness in animals.

Ability to use a computer to perform work-related tasks; ability to maintain accurate, complete and up-to-date records.

Supplemental Information

Required Physical Activities: Stooping, kneeling, crouching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, and repetitive motions.

General Physical Characteristics: Medium work requiring exertion up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Vision Requirements: Vision must be sufficient to perform office work and precision tasks associated with animal care. Vision cannot be inhibited by color blindness or other conditions that would interfere with the reliable visual identification of individual animals.

Environmental Conditions: The work is performed in an environment that is subject to noise, heat, cold, animal excrement and odors, animal fur/dander, internal/external parasites, fumes from disinfectant chemicals and potentially aggressive/dangerous animals. Employee is also in contact with animals of unknown origin that have the potential to bite and potential exposure to zoonotic diseases, including rabies.

Employees assigned to the Animal Control Division are required to be vaccinated for rabies (pre-exposure) within two months of the date of employment at the expense of the City of Ames.

Equipment Essential to the Job: Animal control vehicles, mobile telephone, flashlight/black light, first aid kit, animal traps, feral cat boxes, stretcher, water hoses, various animal handling equipment, pest control products, syringe, needles, pole syringe, snares, net and net poles, muzzles, bite gloves, snake tongs, boots, ladders, pet cages and carriers, litter and litter pans, lead ropes and leashes, disinfectant chemicals, animal food and medication, diagnostic testing equipment, rubber gloves, broom, mop, squeegee, clothes washer/dryer, food and water bowls, computer terminal, keyboard, calculator, telephone, copy and fax machine, printers, paper forms, keys, a variety of common office equipment such as pens/pencils, file folders, labels, etc. A variety of written materials including, reference materials, policy/procedure manuals, books, maps, and various software.

Selection Process:

The selection process consists of an evaluation of education and experience; phone interview; on-site interview; and completion of reference checks and a criminal background check, which includes a sex offender registry and motor vehicle record check, fingerprinting, and a pre-employment physical/drug testing. All candidates will be notified by email of their application status.

****Preference may be given to applicants possessing qualifications above the minimum.****

Depending on the number of qualified candidates, the City may forego phone interviews.

E-Verify Process:

The City of Ames participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with the City of Ames must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity on their first day of employment. Please be prepared to provide required documents on your first day of employment. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-239-5199 or go to the US Citizenship and Immigration Services web page at: <http://www.uscis.gov>.

NOTE: Applicants with disabilities may submit requests for ADA testing or interview accommodations to the Human Resources Department prior to the test or interview.

The City of Ames is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, age, religion, sex, sexual orientation, gender identity, genetic information, ancestry, national origin, marital status, disability, or protected veteran status and will not be discriminated against. Inquiries can be directed to the Human Resources Department at 515-239-5199.

Employer

City of Ames

Address

515 Clark Ave

Ames, Iowa, 50010

Phone

515-239-5199

Website

<http://www.cityofames.org/jobs>

Animal Control Attendant - FT Supplemental Questionnaire

***QUESTION 1**

Do you have at least six months of experience caring for animals in an animal care facility?

- Yes
- No

***QUESTION 2**

Describe your experience caring for animals in an animal care facility. Please include length of time and location as well as if the experience was paid or volunteer.

QUESTION 3

Please describe any related work experience in animal control or animal shelter facilities.

***QUESTION 4**

Please list any education or courses you have taken that would be relevant to this position? If so, please list below.

***QUESTION 5**

Do you have a valid driver's license?

- Yes
- No

*** Required Question**