

Etowah County

Job Title: Kennel Technician

Department: Animal Control/Shelter

Reports To: Animal Shelter Director

FLSA Status: Non-exempt

Etowah Status: Classified/Grade 9

SUMMARY Responsible for intake of impounded animals, including the care and handling of those animals, kennel maintenance and the overseeing of inmate labor working at the shelter.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Cleans and maintains kennel area of Animal Shelter Facility in such a manner as to provide an odor free and low stress environment for the animals.

Feeds/water and provides daily care for all animals in the County's care.

Handles and controls animals impounded by Animal Control departments. This includes difficult to handle and potentially dangerous animals.

Reports to the Animal Shelter Director/Wellness Director any potential health or behavioral problems involving the animals in the County's care.

Maintains up to date records of animal locations in kennels.

Light cleaning of offices, emptying trash, mopping of floors and cleaning of restrooms.

Light facility maintenance and yard maintenance.

Assists with euthanasia of animals and disposal of carcasses.

Able to apply and utilize PSE (personal safety equipment) in the performance of the job.

SUPERVISORY RESPONSIBILITIES: Oversees inmate trustee labor assigned to the shelter

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE: High school diploma or general education degree (GED) and six months experience working with animals is desirable; or equivalent combination of education and experience. Requires a thorough knowledge of animal handling skills, animal behavior, and animal care.

LANGUAGE SKILLS: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information to co-workers and the general public. Requires considerable skill in the application of office methods and procedures.

MATHEMATICAL SKILLS Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY: Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Alabama Driver's License required.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk; or hear. The employee is occasionally required to sit; climb or balance; and stoop; kneel; crouch; or crawl. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision and peripheral vision.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is regularly exposed to noxious odors, fumes or airborne particles; toxic or caustic chemicals; and potentially volatile situations which can present risk of violence or injury. The noise level in the work environment is usually moderate to occasionally loud.

Must be available to work some weekends and/or holidays on a rotational basis.