

ANIMAL CONTROL OFFICER II

NATURE OF WORK

This is field work assisting and training subordinate Animal Control Officers and enforcing municipal animal control and licensing ordinances.

Work involves enforcing animal control and licensing ordinances; investigating complaints; issuing citations to pet owners for violations of City ordinances; and providing the general public with information relating to pet owner responsibilities as well as applicable animal control and licensing ordinances. An employee in this classification oversees the field operations of Animal Control Officer I's, and functions as a designated team leader. Supervision is received from the Chief Animal Control Officer with work being reviewed in the form of conferences and results achieved.

EXAMPLES OF WORK PERFORMED

Enforces animal control and licensing ordinances.

Impounds stray, vicious, injured or dead animals including confined or trapped wildlife.

Trains new Animal Control Officer I's; schedules and coordinates work to be accomplished; functions as a designated team leader.

Uses a tranquilizer gun and trains other Animal Control Officer II's in its use.

Responds to and investigates complaints regarding stray, injured or nuisance animals as well as incidents where individuals have been bitten by vicious animals.

Provides testimony in court regarding ordinance and code violations.

Completes necessary paperwork and files appropriate reports.

Issues citations to pet owners for violations of City ordinances pertaining to animal control and licensing.

Provides the general public with information relating to pet owner responsibilities as well as applicable animal control and licensing ordinances.

Cleans and maintains vehicles; reports problems with equipment.

May assume responsibilities of Chief Animal Control Officer in his/her absence.

Performs related work as required.

DESIRABLE KNOWLEDGES, ABILITIES AND SKILLS

Considerable knowledge of municipal animal control and licensing ordinances as well as the basis for those ordinances as they pertain to public health.

Considerable knowledge of the geography of the City and the location of streets.

Ability to apprehend animals including those that are considered vicious.

Ability to establish and maintain effective working relationships with enforcement officials, co-workers and the general public.

Ability to enforce animal control and licensing regulations with courtesy, tact and impartiality.

Ability to communicate effectively both orally and in writing.

Ability to present informational and educational materials effectively to individual animal owners, civic, educational and other interested groups.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent plus experience enforcing animal control and licensing ordinances and in training and overseeing the work of subordinates.

MINIMUM QUALIFICATIONS

Graduation from a senior high school or equivalent plus some experience enforcing animal control and licensing ordinances and in training and overseeing the work of subordinate personal; or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid State of Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

Approved by : _____
Department Head Personnel Director