

Deputy Animal Control Officer
Job Description

Responsibilities:

Responds to and attempts to resolve citizen complaints in the County concerning animals of the Animal Control Ordinance.

Patrols the county to locate, impound, and transport, any stray, diseased or injured animals to veterinary clinics and/or the animal shelter when needed.

Investigates concerns related to bite cases, animal cruelty and enforces laws as set forth in the VACA Animal Control Law Book.

Sanitize animal rooms, caging, animal use equipment and support areas using appropriate techniques.

Follow health and safety policies by complying with established procedures and regulations to promote personnel safety.

Maintains animal records daily through proper documentation and reporting any deviations to the supervisor.

Maintains animals by inspecting animals; observing and reporting signs of atypical behavior.

Job is primarily outdoors. Other duties as assigned. Position is supervised by the Animal Control Officer.

Position Requirements:

Applicants will be required to attend and complete Basic Animal Control Officer Certification Course and serve in the ACO's absence, once trained.

Applicants will be required to address after hours emergency concerns.

Must be able to lift 50-100 lbs. This position requires ongoing physical activity, including but not limited to, lifting, twisting, and bending.

High School Diploma or GED. Previous animal care and handling experience preferred.

Must possess a valid Driver's license and favorable driving record at time of hire.

No known allergies to animals. Pre-exposure rabies vaccinations required.

Expected:

Good oral and written communication skills, well-organized, consideration for animals.

Ability to establish and maintain effective working relationships with the general public and associates.

Kennel operation hours vary and some weekend hours will be required. On-call hours required.

New employees are subject to a criminal background check and/or drug testing.

CERTIFICATION STATEMENT

In accordance with the Code of Virginia § 3.2-6548(B). "Each animal shelter shall obtain a signed statement from each of its directors, operators, staff, and animal caregivers specifying that the individual has never been convicted of animal cruelty, neglect, or abandonment, and each animal shelter shall update such statement as changes occur."

I, _____, certify that I have not been convicted of animal
Printed name
cruelty, neglect or abandonment and will notify the County of Lunenburg if I am charged with such crimes.

Signature

Date