***Lauderdale County Animal Control Job Description***

BASIC FUNCTION:

Enforce County ordinance and State Laws dealing with animals; maintain records and reports; Euthanize, impound, feed, clean and dispose of animals as needed.

REPRESENTATIVE DUTIES:

Enforce County ordinances; capture and impound sick, injured, stray or trapped domestic and non-domestic animals.

Respond to and investigate complaints from the public regarding stray, sick, injured and abused animals; investigate cases of cruelty, neglect, abandonment, animal bites and barking dogs.

Explain various ordinances regarding animal control to the public.

Write file charges for violations of County ordinances related to animals; respond to court requests for contested of these charges.

Removal of deceased animals from the County shelter; assist the public in trapping domestic and non-domestic animals.

Euthanize severely injured, diseased, vicious, and unwanted animals.

Quarantine biting animals for observation according to established guidelines.

Prepare and maintain a variety of files, records and reports regarding impounded animals, animal bites, quarantines, investigations, and daily statistics.

Operate and maintain an animal control vehicle; utilize a variety of animal control devices and equipment including leash, muzzle, traps, catch pole, net, radio and other equipment.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

City and County geography and street locations.

 Oral and written communication skills.

Record-keeping techniques.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Learn animal control regulations, techniques and enforcement.

Learn requirements of maintaining an animal shelter in a safe, clean and orderly condition.

Learn capture, care, handling and feeding of domestic and non-domestic animals.

Deal tactfully, courteously and firmly with the public.

Capture, handle, feed and transport domestic and non-domestic animals.

Respond to calls and complaints regarding animals in the community.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Understand and follow oral and written directions.

Maintain records and prepare clear, concise reports.

Observe legal and defensive driving practices.

Work independently with little direction.

Work courteously and tactfully with customers and employees.

PHYSICAL ABILITIES:

Lifting heavy animals upwards of 100+ Lbs. pushing and pulling animals into truck; kneeling and crouching to pick up animals.

HAZARDS:

Working around potentially vicious animals including dogs, cats, horses, snakes and other animals and pets. Working in extreme temperature