

ANIMAL CONTROL OFFICER**DEFINITION**

Under general supervision, patrols assigned areas to enforce City and state laws regarding stray, dangerous and nuisance domestic animals; investigates complaints and captures animals; performs record keeping, licensing and related duties for humane animal protection and control; and performs related work as assigned.

CLASS CHARACTERISTICS

This is a working level class in animal control, responsible for enforcing applicable regulations in a civilian capacity. Successful performance of the work requires skill in dealing with the public in difficult situations as well as a willingness to handle animals that may be injured or ill. This class is distinguished from Police Officer in that the latter is designated and has full law enforcement capabilities, rather than limited citation authority.

EXAMPLES OF DUTIES (Illustrative Only)

- Patrols assigned areas, including contract cities, and operating City vehicles; issues citations for violations of applicable regulations and ordinances.
- Investigates complaints from the public and other agencies regarding nuisance, stray, uncontrolled, dangerous or potentially diseased animals.
- Conducts initial investigation of complaints regarding animal cruelty; investigates animal bites, arranges for identification and quarantine, if possible.
- Explains local laws, codes and ordinances relating to the care and control of animals to City residents.
- Captures and transports wild, stray, unlicensed and injured animals for impounding or care by licensed veterinarians.
- Removes dead animals from public and private property; euthenizes animals as required.
- Testifies in court regarding citations and disposition of complaints.
- Maintains accurate records and logs of work performed and prepares standard reports.
- Operates humane traps, mobile radios, and related animal control tools and equipment; maintains equipment and replenishes supplies.
- With proper training, identifies basic symptoms of common animal diseases and recommends veterinary medical care or isolation to the animal owner.
- Issues dog licenses and off-leash park tags; issues citations to the public without such licenses and tags.
- May perform varied non-sworn law enforcement support work on a relief basis, such as issuing citations for parking violations and making standard educational presentations about animals to school children.
- Enters licensing data into an automated record keeping system.

QUALIFICATIONS**Knowledge of:**

- Basic species and breed identification of a variety of domestic and common wild animals.
- Symptoms and behavior associated with rabies and other common diseases of animals.

- Behavior and handling of common domestic and small wild animals.
- Methods and equipment used in the capture, care and control of animals.
- State and local laws and ordinances pertaining to the humane care and control of animals.
- Safety practices and equipment related to the work.
- Computer applications related to the work.
- Basic record keeping principles and practices.

Skill in:

- Handling, capturing and controlling animals humanely and effectively, often under stressful or emergency circumstances.
- Dealing tactfully and effectively with the public in stressful situations.
- Assessing animal behavior and making effective decisions regarding handling or capturing an animal.
- Identifying symptoms and behaviors associated with rabies and other common domestic animal diseases.
- Safely operating City vehicles, radios, and other animal control tools and equipment.
- Reading maps and following oral and written directions.
- Entering data into a computer with sufficient speed and accuracy to perform the work.
- Maintaining accurate records and preparing accurate, standard reports.

Education and Experience:

Equivalent to graduation from high school and two years of experience in EITHER animal control work, OR caring for and handling animals in a veterinary, research or similar setting, OR in non-sworn law enforcement work.

Licenses and Certifications:

Must possess a valid California class C driver's license and a satisfactory driving record. Must obtain euthanasia certification from the State of California.

Working Conditions:

Must be willing to work out-of-doors in all weather conditions. Must be willing to work shifts or other than normal work hours and be subject to 24-hour call. Must be willing to euthenize animals.

Physical Demands:

Must possess strength and mobility to drive a motor vehicle, reach various sites within the City, lift and carry cages and animals weighing up to 90 pounds, and use standard office equipment; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over a telephone and radio.