

## **ANIMAL CONTROL OFFICER ASSISTANT (On Call Part Time)**

### **NATURE OF WORK**

This is responsible public safety and animal welfare/control work.

The employee of this class is appointed by and directly responsible to the Town Manager and shall perform those duties as may be directed by the Town Manager. Work involves enforcing all applicable state laws, local ordinances, and local policies pertaining to the control of animals.

### **EXAMPLES OF WORK (illustrative only)**

Responds to calls regarding stray or bothersome animals.

Responds to complaints regarding barking dogs and dogs at large.

Responds to complaints regarding animal abandonment and cruelty.

Issues warnings, summons and fines as necessary.

Captures animals when necessary.

Brings animals to the local animal shelter when warranted.

Makes referrals to and from time to time assists Game Wardens with wild animals.

Ensures dogs are licensed/registered.

Coordinates with other agencies regarding rabid, or wild animals for relocation, testing capture or extermination.

### **REQUIREMENTS OF WORK**

Thorough knowledge of State and local laws pertaining to animal nuisances and control, disposition of strays, registration of animals, etc.

Thorough knowledge of and resources to safely capture and transport animal to the local animal shelter.

Must be courteous, pleasant and personable to the general public.

Must hold a valid Maine Class C vehicle driving license.

Must have the strength, mobility, dexterity and other physical abilities to properly perform the tasks typical of this job and stated within this job description.