

**CITY OF EAST PROVIDENCE
EMPLOYMENT OPPORTUNITY**



ANIMAL CONTROL OFFICER

\$44,692.76 - \$52,885.37

Steelworkers Union
Pay grade 32

Job Description: Under the general supervision of the Uniform Patrol Division Commander and the Animal Control Supervisor, the Animal Control Officer performs a variety of tasks related to the operation of the Animal Control Division and the animal control facility (city pound). The Animal Control Officer upholds and enforces City ordinances related to animal control and works with shelter staff, pound keepers, and volunteers. This position requires work schedule flexibility in order to provide consistent coverage of animal control duties.

Duties and Responsibilities: The Animal Control Officer takes on a variety of responsibilities including, but not limited to:

- Investigating and answering complaints regarding animals in the City
- Issuing summons to violators of City ordinances
- Investigating complaints regarding animals
- Obtains appropriate authorizations for treatment or euthanasia.
- Transporting animals to veterinarian for treatment or euthanasia.
- Performing related work as required.
- Picking up and disposing of dead animals
- Catching stray animals and returning to owners
- Cleaning and disinfecting vehicles
- Assists with the running of rabies clinics
- Testifies in court if requested
- Keeps accurate records and creates reports as necessary.
- Performs other duties as requested by the Chief of Police, the Uniform Patrol Division Commander, or the Animal Control Supervisor

Minimum Qualifications: The Animal Control Officer must

- Possess a high school graduate or equivalency certificate
- Be eighteen years of age or older
- Possess a valid driver's license
- Have three to five years' experience working with animals, or a combination of education and experience which provides the desired abilities, knowledge, and interests.
- Obtain (within twelve (12) months) certification to be an animal control officer from the National Animal Care & Control Association (NACA) or an equivalent organization as determined by the Rhode Island Society for the Prevention of Cruelty to Animals .

https://workforcenow.adp.com/jobs/apply/posting.html?client=EastProvRI&ccId=19000101_000001&type=JS&lang=en_US



Application and resume must be submitted no later than Friday, August 18, 2023.

At the City of East Providence we celebrate the diversity of our citizenry, and are proud to encourage inclusiveness in our workforce. We do not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

ADA/AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER