



POSITION:	Animal Control Officer (F/T, Non-Exempt)
DEPARTMENT:	Community Development
POSTED:	May 1, 2024
CLOSES:	Open Until Filled
ANTICIPATED START DATE:	June 3, 2024

Position Overview

The City of Arnold is accepting applications for the position of Animal Control Officer. This role involves enforcing City laws regarding pets and stray, dangerous, and nuisance animals. The officer also performs other duties related to animal control and mosquito abatement. This is a full-time, non-union, non-exempt position that reports to the Senior Animal Control Officer. This position is scheduled to work primarily on weekdays with some weekends and after-hour call outs.

Job Functions

The primary duties and responsibilities include, but are not limited to: Responding to complaints regarding animal problems or violations of animal control ordinances, such as animals running at large, bites, property damage, or injuries. Investigating alleged violations of animal control and vector control ordinances, issuing warnings or citations as required, and testifying in court. Removing dead, injured or dangerous animals from streets and residential premises. Patrolling streets to locate and capture stray domestic and wild animals, and transporting them to an animal shelter. Caring for, feeding, and housing animals at the animal shelter. Maintaining electronic records and files of the animal shelter and the housed animals, including logging all incidents concerning animal control. Compiling data on animal/vector control activities for reports. Providing vector control spraying for mosquitos. Coordinating a public relations program to foster awareness of animal/vector control ordinances and humane treatment. Collaborating with the media, public interest groups and businesses to promote improved animal care and control. Communicating with animal welfare organizations for adoption and rescue. Identifying basic symptoms of common animal diseases and recommending veterinary care or isolation to animal owners. Operating humane traps, cellular phones, and related animal control equipment. Maintaining contact with police supervisory personnel to coordinate investigation activities, provide mutual assistance during emergencies, and share information about department activities. Performing duties in conformance with relevant laws and ordinances. Carrying out other assigned duties.

Qualifications

To perform this job successfully, an individual must be able to satisfactorily perform all essential duties. Some training and/or experience handling and controlling animals in an animal shelter, kennel, veterinary or other animal care business is preferred. Missouri pesticide applicator certification is required within one (1) year of hire. Acquisition of Missouri Animal Control Association certifications and continuing professional development expected. Considerable initiative, independent judgement, and professional communication skills are necessary for this position. Must possess a valid driver’s license, strong customer service skills, and computer proficiency.

Physical Demands & Working Environment

The job frequently requires working outdoors, where the employee must be able to navigate various physical terrains and tolerate different weather conditions. Potential exposure exists to poisonous weeds, dangerous animals, infectious agents, loud noise, sharp or falling objects, and hostile people while performing job duties. The employee may face dangerous situations when attempting to restrain or trap an animal. Some tasks are performed indoors at a desk, including extended data entry. Occasionally, the employee works near moving mechanical parts. The work environment typically has moderate to loud noise levels.

The employee is expected to use their own judgment in handling difficult and emergency situations without assistance, while maintaining availability for consultation on major emergencies or precedents. The job demands the frequent lifting and moving of up to 50 pounds, and the occasional lifting and moving of up to 100 pounds. Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus.

Compensation & Benefits

The starting rate of pay for this full-time position is \$19.49 - \$21.44 per hour, depending on qualifications and experience. The City of Arnold offers a comprehensive benefits package, which includes health, dental, vision and prescription, 100% funded by the City for single coverage. Pension is with the Missouri Local Government Employees Retirement System (MO LAGERS).

How To Apply

To receive full consideration, submit cover letter, resume and the names, phone numbers and email addresses of three to five professional work-related references to the [Community Development Director](#) as soon as possible. Application review will begin immediately, and will be accepted until filled. The anticipated start date for this position is June 3, 2024. Offers of employment are conditional pending the successful results of a physical, drug screen, reference and criminal background check.

EOE/A/M/F/D/V