

ANIMAL CARE WORKER**Definition:**

Under supervision, to receive, process and care for impounded animals at the Kern County Animal Shelter, to euthanize animals by injection according to established policies and procedures, to assist the public, and to assist Animal Control Officers in the surveying of private households and businesses to ensure animals are licensed and have current rabies vaccinations.

Distinguishing Characteristics:

This classification is responsible for the daily routine maintenance and operation of the Kern County Animal Shelter, and works under the supervision of the Shelter Supervisor or a Senior Animal Care Worker. It is distinguished from the classification of Animal Control Officer, which is responsible for apprehending stray animals and transporting them to the Animal Shelter. Incumbents in this position must be willing to work weekends and holidays and in all weather conditions.

Essential Functions:

- Feeds dogs, cats and other animals.
- Cleans animal pens and other animal holding areas as needed.
- Transfers animals between pens.
- Euthanizes animals by injection in accordance with established policies and procedures; carries or drags dead animals to disposal area awaiting pickup.
- Assists in answering telephone calls from the public regarding stray, impounded or lost animals; provides other general information to the public.
- Releases animals to owners according to established procedures.
- Assists in the preparation of standard forms and reports and maintains basic clerical records regarding pound operations.
- Handles monies received from the sale or custody of animals.
- Performs simple repairs and routine maintenance on supplies and equipment, including shelter walk-in freezer.
- Assists with providing general maintenance of the Animal Shelter and grounds.
- Accompanies Animal Control Officers in the duties of surveying households throughout Kern County to ensure compliance with State and County laws pertaining to the licensing, vaccination and care of animals.
- Transports animals using county vehicle.
- Performs other job-related duties as assigned.

Employment Standards:

High School Diploma, G.E.D. or equivalent OR a combination of education and experience sufficient to obtain the knowledge and skills to successfully perform the essential duties of the job.

Possession of a valid California Motor Vehicle Driver's License.

Knowledge of: animal breeds, characteristics and diseases.

Ability to: understand and follow written instructions; follow verbal instructions; deal tactfully and courteously with the public in answering questions regarding animal Shelter operations and the status of impounded animals; perform basic clerical work in completing forms; perform basic mathematics in computing fees and fines; and, euthanize animals by injection.

A background check may be conducted for this classification.

All Kern County employees are designated "Disaster Service Workers" through state and local laws (CA Government Code Sec. 3100-3109 and Ordinance Code Title 2-Administration, Ch. 2.66 Emergency Services.) As Disaster Service Workers, all County employees are expected to remain at work, or to report for work as soon as practicable following a significant emergency or disaster.