

ANIMAL CONTROL OFFICER

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the enforcement of the New York State Agriculture and Markets Law, as well as other laws, rules, regulations and ordinances pertaining to the licensing and identification of animals. The work is carried out in accordance with established legal requirements and involves the control and protection of animal populations and the protection of persons, property, domestic animals and deer from other animal attacks and damages. The work is performed under general supervision with leeway allowed for determining and carrying out work details. Supervision may be exercised over the work of subordinates. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Receives, responds to and investigates complaints from the public regarding animal nuisances, including stray dogs and/or cats and dog bites;

Enforces laws, rules, regulations and ordinances pertaining to the control of animals, including dogs and cats;

Issues warnings and summonses to owners in violation of applicable laws, rules, regulations and ordinances;

Institutes court actions for violations of laws, rules, regulations and ordinances;

Seizes and impounds stray, unlicensed and/or dangerous animals and attempts to locate owners;

Transports animals to local animal shelter;

Investigates reports of cruelty to animals;

Maintains records of work performed and records of all animals, including animals returned to their owners, adopted, transported to the pound or otherwise disposed of;

Disposes of designated animals humanely;

May participate in court proceedings, including the preparation of reports and providing information, testimony and evidence;

May tranquilize uncontrollable animals;

May receive and respond to complaints from the public regarding wild animal nuisances, including rabid animals;

May seize and impound or destroy wild animals that are dangerous, appear to be sick or are creating a nuisance.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the laws, rules, regulations and ordinances pertaining to the control, licensing, seizing, impounding and disposition of stray and dangerous animals; good knowledge of the methods and procedures for handling domestic animals; good knowledge of local geography; working knowledge of the identification features and characteristics of the breeds and kinds of animals commonly found in domestic ownership; working knowledge of the care and feeding of animals; working knowledge of the methods and procedures for handling wild animals, when required; ability to operate a motor vehicle; ability to deal effectively with the public; ability to understand and follow oral and written instructions; ability to maintain simple records and prepare reports; courage; courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: One (1) year of work experience involving the handling and caring for animals.

SPECIAL REQUIREMENT: At the time of appointment, applicants must possess and continuously maintain a valid New York State driver's license appropriate to the vehicles operated.

ULSTER COUNTY
0192 ANL CL OFF
Classification: Competitive
OA

Adopted: February 3, 2005