



Title: Animal Caretaker

Summary

Performs routine animal care and related duties at the animal shelter. The work involves cleaning and maintaining kennel areas as well as performing related shelter duties. Workers carry out daily assignments, follow through on matters, and use independent judgment and training to take appropriate actions to deal with standard recurring situations.

Essential job Functions:

- Provide food, water, shelter, and humane care to shelter animals.
- Report health of behavioral abnormalities to the immediate supervisor.
- Clean kennels and performs related housekeeping duties.
- Perform basic animal grooming as needed.
- Facilitate daily enrichment for shelter animals through interaction and exercise.
- Assist with animal-flow evaluation and assessments.
- Maintains proper inventory levels of cleaning and other supplies. Informs supervisor when reordering is necessary.
- Assists Animal Shelter Technicians as assigned.

Other Duties:

- Operate laundry and dishwashing equipment.
- Restock cleaning areas with supplies.
- Maintain regular cleaning and disinfection of shelter access pathways.

Knowledge, Abilities and Skills:

- Strong, self-motivated work ethic.
- Dependability and punctuality.
- Basic computer and technology familiarity.
- Comfort working with and around domestic animals.

Required Qualifications, Training and/or Education:

High school diploma or GED.

Licenses or Certificates:

Valid driver's license.

Physical Demands

The work is performed in shelter surroundings. Typical positions require workers to walk or stand for long periods; lift and carry up to 70 pounds; bend, reach, hold, grasp and turn objects; and use fingers to operate computer or typewriter keyboards. The work requires the ability to speak normally and to use normal or aided vision and hearing.

Unusual Demands:

Work is subject to working on weekends and holidays. Employee may have to work outside in a variety of weather conditions.

Reports to: Lead Animal Caretaker, Operations Manager.