

# **JOB POSTING**

## **Animal Control Officer/Special Deputy**

### **Full-Time**

#### **DUTIES**

- Receives and responds to animal complaints from the public. Picks up/captures dangerous, stray, or loose animals and/or locates owners, and impounds animals for rabies evaluations.
- Rescues sick/injured animals, establishes and monitors quarantines.
- Investigates animal bite incidents, prepares detailed reports.
- Assists and/or receives assistance from police, fire and other agencies with animal handling, control or removal.
- Receives and responds to complaints of alleged neglect and abuse of animals.
- Distributes animal traps and utilizes appropriate and/or prescribed procedures according to regulation and ordinance.
- Responds to inquiries regarding shelter animals and adoption procedures, notifies owners of impounded animals.

#### **REQUIREMENTS:**

- High school graduate or have a GED.
- Ability to meet all department hiring requirements, including passage of a medical exam and a drug test.
- Thorough knowledge of and ability to make practical application of standard practices, procedures, rules and regulations of the department.
- Ability to testify in legal proceedings/court.
- Ability to regularly work weekends and occasionally work extended or irregular hours and evenings.
- Ability to serve on-call and respond to emergencies on a 24-hour basis.
- Possession of a valid driver's license and demonstrated safe driving record.

Dearborn County is an Equal Opportunity Employer

Submit application to Steve Hofstetter, [shofstetter@dearborncounty.in.gov](mailto:shofstetter@dearborncounty.in.gov) by 2/16/2024 at 4:30 pm.