DOG CONTROL OFFICER

DISTINGUISHING FEATURES OF THE CLASS: This is a Public Officer position charged with the responsibilities for carrying out the provisions of the Agriculture and Markets Law and local municipal ordinances dealing with the general control of dogs including their seizure, impoundment and destruction. An employee in this class must possess skill in handling small animals and be able to operate independently in the field. The work is performed under the general direction of the Board of Supervisors in accordance with established policies and procedures. Does related work as required.

TYPICAL WORK ACTIVITIES:

Seizes and impounds stray and dangerous dogs;
Destroys unclaimed and dangerous dogs in accordance with the provisions of law;
Receives and answers complaints from the public regarding dog nuisances;
Issues appearance summons and arrest warrants and participates in court proceedings including the preparation of reports and providing information, testimony and evidence;
Enforces quarantine laws and orders applicable to dogs;
Attempts to locate owners of seized dogs;
Tranquilizes uncontrollable animals;
Investigates reports of cruelty to animals;
Reports sick or injured animals to veterinarian for corrective action;
Maintains records of work performed including a record of all dogs impounded, returned to owners, sold, destroyed or otherwise disposed of;
Makes reports to the legislative body as required;
May assist in taking a dog census.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the laws and regulations dealing with the seizing, impounding and destruction of stray and dangerous dogs; good knowledge of the methods and procedures for handling dogs and other domestic animals; good knowledge of local geography; working knowledge of the identification features, temperaments and characteristics of the breeds and kinds of dogs commonly found in domestic ownerships; working knowledge of safety practices in the use of firearms including tranquilizing darts; ability to meet and deal effectively with the public; ability to understand and carry out moderately complex oral and written instructions; ability to maintain records and prepare reports; tact; courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and one year of work experience involving the handling and caring for dogs or other domestic animals.

NOTE: (l) As a Public Officer one must be at least 18 years of age, a citizen of the United States, a resident of the municipality in which employed and must not have been convicted of a violation of selective training and service acts of the United States.

(2) If the position involves the operation of a motor vehicle, possession of the appropriate level New York State driver's license is required.

(3) If the position involves the use of firearms, possession of a license to carry firearms is required.

(4) Additional experience may be substituted for the education requirements on a year-for-year basis.

Competitive Class, Full-time
Non-Competitive Class, Part-time