



JOB POSTING

POSTING DATE: JUNE 30, 2017

POSITION: ANIMAL CARE TEAM MEMBER

CLOSING DATE: OPEN UNTIL FILLED

STATUS: PART-TIME/HOURLY

REQUIRED EXPERIENCE: 0 TO 2 YEARS

REQUIRED EDUCATION: HIGH SCHOOL
DIPLOMA OR GED

JOB DESCRIPTION

The qualified candidate will provide basic technical support to the animal care operations.

Principle Duties and Responsibilities

- Responsible for all laundry as well as maintaining a daily laundry cycle to ensure proper clean supply is available.
- Prepares and sets up animal kennels according to specific instructions.
- Helps maintain clean kennels and cages throughout the shelter.
- Responsible for ensuring the comfort, safety, and well-being of all animals.
- Rinses, scrubs, and disinfects animal cages, hallways, floors, and walls in designated areas; cleans water and food dishes and related kennel equipment and facilities.
- Monitors supply needs and communicates to Supervisor what is needed in a timely manner.
- Maintains clean, orderly and sanitized work areas on a regular basis and learns area documentation.
- Identifies problems and notifies Supervisor.
- Provides accurate information and friendly professional service to the public and to co-workers in a positive, courteous, truthful and tactful manner.
- Will be expected to work weekends, holidays, and off-hours.
- Ability to work within a team environment while on the go.
- Ability to multi-task and make appropriate prioritization decisions.
- Must be able to work maturely and respectfully with diverse groups of people.
- Must be organized, flexible and adjust to rapid, changing needs.
- Commitment to mission, values, goals and success of the SPCA Serving Erie County.

Additional Duties and Responsibilities

- Assist with fundraising activities and special events as needed.
- Treats all animals humanely, with compassion and concern, both on and off the job and transmits these values to others.
- Must be committed to a high standard of safety and be willing and able to comply with all safety laws and all of the employer's safety policies and rules and must be willing to report safety violations and potential safety violations to appropriate supervisory or management personnel.

Minimum Knowledge and Skills Required by the Job

- Work requires the analytical skills to gather and interpret data in job related situations.
- Position requires 0-2 year's previous experience.

Physical Requirements of the Job

- Must stand, walk, bend and stoop to perform duties.
- Must have dependable transportation.
- Must have the ability to perform prolonged physical activity.
- Must be able to stand for 8 hours.
- Ability to lift 50 pounds.
- Potential for exposure to zoonotic diseases.
- Exposure to high noise levels when in kennel area.
- Potential for animal bites and scratches while handling animals.
- Confidence handling or learning to handle both dogs, cats, and other animals as needed.

How to Apply

No phone calls please. Please send your resume and information detailing why you feel your past work experience and work ethic would make you a great candidate for this position to Paula Cody at paulac@yoursPCA.org.