

Capital Area
Humane Society
adopt 🐾 adore 🐾 advocate

Job Title: **Animal Care Attendant**

Department: Animal Care

Classification: Full time and Part time, hourly, non-exempt, non-seasonal

Job Relationships: Supervised by Animal Care Manager, supervises assigned volunteers

Position Summary: First to respond to animal residents' mental and physical needs. Primary responsibility for ensuring a high quality of life and a clean, safe, and healthy living environment for animals in the Humane Society's care.

Duties and Responsibilities:

1. Monitors and reports changes or concerns in animal health or behavior to shelter management, Staff Veterinarians, and/or Behavior Coordinator as necessary.
2. Clean, sanitize, and disinfect animal living environments to ensure overall animal health and comfort.
3. Follows proper safety protocols for people and animals and sets a high standard for quality animal handling.
4. Assists the Shelter Manager in supervising volunteers in order to maintain a clean, safe work environment and the humane treatment of animals.
5. Assists with euthanasia in a secondary capacity as necessary.
6. Performs other duties and special projects as assigned by the Shelter Manager.
7. Actively supports staff and volunteers and promotes the development of skills related to the advancement of our goals and mission. Represents the Humane Society in a professional and courteous manner at all times. Provides quality service to customers, volunteers, and staff recognizing their individual contribution to the success of our organization.

Qualifications:

High school diploma or equivalent. No allergies to animals.

Knowledge and Skills:

Basic animal care and handling skills. Committed to maintaining a high standard of care for animals and supporting the mission of the Capital Area Humane Society.

Working Conditions:

Work is performed in a normal shelter setting including exposure to hazardous chemicals and potential of exposure to parasites and infectious diseases that can be carried and transmitted by animals. Subject to animal bites and scratches while handling animals of questionable temperament. Must be able to lift up to 50 pounds with reasonable accommodation. Position includes frequent bending and stretching as well as standing for long periods of time.