

ANIMAL CONTROL OFFICER II

NATURE OF WORK

This is field work assisting and training subordinate Animal Control Officers and enforcing municipal animal control and licensing ordinances.

Work involves enforcing animal control and licensing ordinances; investigating complaints; issuing citations to pet owners for violations of City ordinances; and providing the general public with information relating to pet owner responsibilities as well as applicable animal control and licensing ordinances. An employee in this classification functions as a team leader. Supervision is received from the Animal Control Field Supervisor with work being reviewed in the form of conferences and results achieved.

EXAMPLES OF WORK PERFORMED

Enforces animal control and licensing ordinances; assists in providing training to officers in enforcement of Lincoln Municipal Code and animal ordinances.

Impounds domestic animals and wildlife as defined in Lincoln Municipal Code Title 6.

Trains new Animal Control Officer I's and functions as a designated team leader.

Responds to all domestic animals and wildlife calls based on the priority response procedure.

Provides testimony in court regarding ordinance violations.

Completes necessary paperwork and files appropriate reports within required time period.

Makes necessary referrals to Communicable Disease supervisor on potential rabies or disease exposures.

Issues citations to pet owners for violations of LMC Title 6 ordinances.

Assists Animal Control Officer I's as needed on complex investigations including guiding staff in cruelty, neglect, or dangerous animal investigations.

Provides the general public with information relating to pet owner responsibilities as well as applicable animal control and licensing ordinances.

Assists with safety policy development and compliance.

Represents the department at community meetings and with other departments to provide information on programs and services as well as the proper and humane treatment and care of animals.

Works cooperatively with Capital Human Society for animal sheltering care, and quarantines.

Establishes professional work relationships with representatives of other animal welfare and animal rights organizations to facilitate the sharing of information and resources.

Conducts daily license defect follow-up.

Cleans and maintains vehicles; reports problems with equipment.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of the Lincoln Municipal Code Title 6 ordinances.

Considerable knowledge of the geography of the City and the location of streets.

Ability to apprehend animals including those that are considered dangerous.

Ability to establish and maintain effective working relationships with law enforcement officials, City Attorney's Office, co-workers and the general public.

Ability to enforce animal control and licensing regulations with courtesy, tact and impartiality.

Ability to communicate effectively both orally and in writing.

Ability to write reports that are fact and evidence based.

Ability to present informational and educational materials effectively to individual animal owners, civic, educational and other interested groups.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent plus two years of experience enforcing animal control and licensing ordinances and in training and overseeing the work of subordinate personnel; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

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