

# CRAVEN COUNTY, NORTH CAROLINA

## Employment Vacancy Posting

**POSITION:** Animal Control Officer I (28-2)  
**LOCATION:** Craven County Health Department  
**HIRING RANGE:** \$26,853 - \$28,145  
**JOB TYPE:** Full-Time/Permanent/Non-Exempt  
**POSTING DATE:** July 11, 2014  
**DATE AVAILABLE:** Immediately  
**CLOSING DATE:** Open Until Filled

### PRIMARY PURPOSE OF POSITION

The primary purpose of this position is to assist in the Animal/Rabies Control Program by performing protective, preventive and investigative work in enforcing animal control laws and regulations within the jurisdictional boundaries.

### ESSENTIAL JOB FUNCTIONS

Control stray animals by investigating complaints, setting proper traps or using other approved methods for retrieving animals. Continual surveying of the County to assure that dogs and cats are vaccinated against rabies and are wearing their tags. Assisting with the euthanasia of animals and with the cleaning and maintenance of the animal shelter. These work activities require the use of a truck and physical activities such as lifting, pulling, pushing, walking, kneeling, stooping, grasping etc. in order to carry out the job responsibilities.

### MINIMUM EDUCATION AND EXPERIENCE

High school graduation and one year of experience as an Animal Control Officer or equivalent combination of training and experience. Must understand and be willing to work with state and county regulations pertaining to Animal/Rabies Control Ability to apply and use good public relations. Must have a valid NC Driver's License.

### SPECIAL REQUIREMENT

Performs related work as required.

### HOW TO APPLY

Contact the Division of Employment Security for an official NC State Application (PD107) or download the application from <http://www.oshr.nc.gov/jobs/general.htm>. Applicants must be registered at [www.ncworks.gov](http://www.ncworks.gov) prior to submitting an application. Resumes will not be accepted unless accompanied by a completed application. Apply to Division of Employment Security, 2836 Neuse Blvd, New Bern, NC 28560. Craven County Department contact for questions is Deborah Barmann at 252-636-4960.

Craven County is an Equal Opportunity Affirmative Action Employer.

