

Animal Caregiver - Dogs, Cats, Small Animals, Wildlife, and or Admissions

The animal caregiver will be responsible to provide compassionate and attentive care of the animals at all times, maintain a clean healthy environment for the animals and the public, and assist with animal adoptions as needed.

Essential Function/Major Responsibilities:

- Daily, thorough cleaning of all animal areas, including inside/outside runs, cat areas, floors, dishes, bedding, etc.
- Spot cleaning of animal and public areas throughout the day.
- Feeding the animals, including providing special diets as needed.
- Monitoring the health of the animals on an ongoing basis and rapidly identifying any health problems or conditions (medical or behavioral) and immediately reporting it to the supervisor or veterinary technician.
- Medicating animals as directed.
- Socializing and grooming the animals.
- Assessing the temperament of the animals to facilitate finding the best possible placement for each individual animal.
- Doing laundry, dishes, washing windows, cleaning and mopping public areas as needed.
- Providing a healthy, safe, clean and pleasant environment and facilities for the animals and the public.
- Providing transportation for animals as needed, to and from vet appointment, for adoption events, to other shelters, etc.
- Promoting a humane and caring attitude toward all animals.
- Treating all animals humanely, properly, and with compassion at all times, regardless of the situation or circumstance.
- Assisting in the vaccination, examination, performance of medical treatments as needed.
- Maintaining a friendly demeanor and providing good customer service while assisting with adoptions.
- Working courteously and cooperatively with other staff members.
- Stocking supplies.
- Filling in for other areas and performing other tasks/functions as needed, including helping out at special events.

Specific Job Skills:

- Good interpersonal, communication, customer service, and time management skills essential.
- Affection for animals, concern for their welfare, and a willingness to accommodate animals in the work place.
- Ability and initiative, working with minimal supervision and direction.
- Maturity, good judgment and a professional personal appearance.
- Ability to read, write and understand English required.

- Ability to identify problems or patient conditions (medical and behavioral) that need to be brought to the attention of the immediate supervisor or the veterinary technician.
- Treat people and animals with respect; contribute to effective teamwork; and, foster public relations beneficial to the shelter and its programs.
- Familiarity with animals, knowledge of animal behavior or experience volunteering or working with a rescue group, humane society, foster care involvement or other animal welfare agency are a plus.
- Comfort and ability to work with animals of unknown disposition and those who may exhibit medical and other problems, as well as aggressive tendencies.
- Rabies inoculations are required or must be waived.

Physical Requirements:

- Physical ability to walk and/or stand on your feet throughout a normal workday required.
- Physical ability to engage in repetitive motions of legs, arms, and hands, to hear, to see, to move animals and goods.
- Physical ability to push up to 150 pounds and carry up to 50 pounds regularly throughout a normal workday required
- Allergic conditions, which would be aggravated when handling or working with animals, may be a disqualification.

Working conditions include working alone, working outside in varying weather conditions, frequent interruptions, and some evening meetings/classes.

Availability: NHS is open seven days a week, as animals need daily care. Animal Caregivers must be available to be scheduled for work any day, between the hours of 7 am and 7 pm, without other conflicts (i.e.: school schedules, other jobs, or other activities).

Educational Requirements: High school graduation, plus two years of public contact work or volunteer experience, preferably working with animals.