

DOG CONTROL OFFICER

DISTINGUISHING FEATURES OF THE CLASS:

This is routine work involving the responsibility for impounding and disposing of stray, unlicensed, nuisance, dangerous or unleashed dogs. The work is carried out in response to complaints from residents of the municipality, in accordance with the provisions of the New York State Agriculture and Markets Law and the local dog control ordinance. Incumbents may be subjected to physical danger from dogs and verbal or physical abuse from owners. Work is carried out under the general direction of the municipal governing body or an administrative employee.

TYPICAL WORK ACTIVITIES:

1. Captures stray dogs and transports to pound or kennel;
2. Responds to complaints on nuisance or stray dogs;
3. Picks up and disposes of dead dogs;
4. Transports injured dogs to animal hospital;
5. Keeps records of all complaints received and actions taken;
6. Keeps records of all dogs impounded, sold or destroyed;
7. Collects impoundment fees as required;
8. May feed and care for dogs in custody;
9. May issue appearance tickets in correction with violations of Article 7 of the New York State Agriculture and Markets Law and any local dog control ordinances;
10. May be required to compile a list of all persons in the municipality owning or harboring dogs;
11. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of safety practices involved in the handling of dogs; good knowledge of the care of dogs; good knowledge of the New York State Agriculture and Markets Law and as it pertains to licensing and control of dogs; good knowledge of the local dog control ordinances; good knowledge of the geography of the municipality; ability to deal with persons in potentially volatile situations; ability to maintain simple records; tact; courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None required.

SPECIAL REQUIREMENT:

Possession of a valid New York State driver's license at the time of appointment.

CE4303

ADOPTED: (Dog Warden)

REVISED: 10/14/81