



JOB POSTING

PART TIME KENNEL TECH

ANIMAL CONTROL

Applications accepted until position filled
Weekends and Holidays Required

JOB SUMMARY

Under the direct supervision of the Animal Control Manager, the part-time Kennel Technician shall be responsible for providing proper care and safety of animals at the Taney County Animal Control. The part time kennel technician is required to work weekends and holidays. Open communication with supervisor and regular attendance are key requirements for this position.

RESPONSIBILITIES AND DUTIES

- Feeds and waters animals following a routine schedule assuring for proper care and safety
- Washes and sanitizes food/water dishes
- Maintains clean work environment by cleaning kennels/bathing animals assuring for proper care/ safety
- Administers medications as scheduled assuring for proper care/safety
- Receives phone calls and walk-ins
- Works with the public to locate animals that are missing or that are available for adoption
- Maintains an understanding of the costs/services associated with the kennel
- Receives payments and generates a receipt for payments
- Transports animals and responds to calls in the field, as needed
- Must be able to lift up to 50lbs

QUALIFICATIONS AND SKILLS

- High School Diploma or GED preferred
- Must be at least 18 years of age
- Valid driver's license required
- Working knowledge of computer hardware, software and accessories
- Knowledgeable of rules, regulations and State Statutes regarding housing and care of animals
- Ability to keep accurate records and create detailed reports
- Multi task in a high volume/high stress environment

SALARY: \$ 15.00 per hour

STATUS: Part-time, 19 hours per week

Taney County is an Equal Employment Opportunity Employer (EEOE) & substance-free workplace.
Applications are available in Human Resources or downloaded from www.taneycounty.org.
For further information, please contact [Human Resources](#) at (417) 546-7237.

Posted: 10/26/2023

Initials: DM