



MONTGOMERY COUNTY  
HUMAN RESOURCES DEPARTMENT

RECRUITMENT  
TRAINING AND DEVELOPMENT  
COMPENSATION & BENEFITS

755 ROANOKE STREET, SUITE 2D, CHRISTIANSBURG, VIRGINIA 24073-3180

**Shelter Assistant**

Montgomery County, Virginia

Position responsible for providing care for animals in the Montgomery County Care and Adoption Center. Responsibilities including but not limited to: Feeding, watering, litter changing, grooming, administering medication and vaccines, disease recognition, routine exams/inspect animals to provide wound treatment and administer prescription meds under direction of a veterinarian, and record maintenance. Work with and provide direction to trustees, volunteers, and community service workers in the general care of the animals; Clean/sanitize/disinfect the cages and kennels, as well as administrative areas, restrooms and surgical areas; Clean outdoor play yards and meet & greet areas; Interact with the public to provide information on the shelter animals or to assist with adoptions, reclaims and transfers to rescues; Transport animals to veterinarian, groomer, or other locations as directed; Provide minor building maintenance; Perform routine record keeping; and carry out other duties as they are assigned by supervisor.

High school diploma/GED equivalent or vocational training required. Candidate must have a valid driver's license and demonstrated ability to work courteously and compassionately with visitors and animals. Preventive Rabies, Hep-B and other inoculations provided by employer. Minimum salary \$24,305. Excellent benefits including paid health, dental and vision, life, disability, retirement, flexible spending plan, wellness programs, and more.

Applicant materials must be received by **November 15, 2018** to be considered. Interested candidates may apply online at: <http://www.montgomerycountyva.gov/hr>. For more information, please call the County's Job Line at 540.394.2010.

To request an application accommodation for disabilities, contact Human Resources at 540.394.2007.

Montgomery County, VA is an Equal Opportunity Employer committed to nondiscrimination in recruitment, selection, hiring, pay, promotion, retention or other personnel action affecting employees or candidates for employment. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex/gender, national origin, disability or protected veteran status.