



PRINCE GEORGE COUNTY, VIRGINIA
invites applications for the position of:

Animal Control Officer

SALARY: \$34,782.00 - \$53,913.00 Annually

OPENING DATE: 03/09/20

CLOSING DATE: Continuous

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

The Prince George County Police Department is now accepting applications for the position of Animal Control Officer. An individual employed as an Animal Control Officer will perform a wide range of activities such as enforcing animal control laws and ordinances; responding to animal control calls; patrolling to observe animal violations; picking up animals running loose, sick or injured animals; investigating animal bites; tending to animals in the animal shelter; preparing and maintaining records and files.

QUALIFICATION REQUIREMENTS:

Apprehends, processes and impounds lost, injured or abandoned animals; restrains stray animals; sets traps for strays; lifts and carries animals;
 Assists in shelter duties and in caring for animals; performs euthanasia; disposes of dead animals;
 Releases animals from shelter in accordance with established procedures; handles pet adoption;
 Performs simple equipment and vehicle maintenance;
 Maintains records on animal shelter activities;
 Cleans and maintains cages and animal shelter facility;
 Checks animals for County tags and general health;
 Drives vehicle; loads and unloads animals to and from vehicles;
 Completes and maintains records and reports;
 Writes summons for court and prepares statements;
 Collects and deposits fees received at the animal shelter;
 Participates in emergency response operations as required in a declared emergency by County officials; completes required NIMS training as a condition of employment;
 Must have a Valid Virginia Drivers License;
 Performs related tasks as required.

SPECIAL REQUIREMENTS:

Possession of state mandated certification as animal control authority including summons power, basic mandated certification and administration of lethal drugs. Possession of sidearm certification shall be required and certifications for any additional weapons, if assigned by the department. All firearm certifications must be obtained within sixty (60) days of completion of animal control school or issuance of weapon(s).

ADDITIONAL INFORMATION:

To apply Online [click here](#). To be considered for this position, applicants must fill out a County application which can be completed online. For additional information, please call (804)722-8669. EOE.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.princegeorgecountyva.gov/>

Position #AC0032020
 ANIMAL CONTROL OFFICER
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Prince George County
 6602 Courts Drive
 Prince George, VA 23875
 804.722.8669

hr@princegeorgecountyva.gov

Animal Control Officer Supplemental Questionnaire

- * 1. Have you ever been convicted of a felony?
- Yes
 - No
2. Are you at least 21 years old?
- Yes
 - No
- * 3. Please tell us about your experience in Public Safety by selecting any of the following choices:
- I have experience as an Animal Control Officer.
 - I have experience as a Police Officer.
 - I have experience as a Public Safety Dispatcher.
 - I have experience in Fire & EMS.
 - I do not have any experience in Public Safety.
4. If you selected any of the choices from Question #3, please explain your experience.
- * 5. Please describe your highest level of education by selecting one of the following choices:
- High School Diploma or GED
 - Some College
 - Associate's Degree
 - Bachelor's Degree
 - Associate's Degree in Animal Services or related field
 - Bachelor's Degree in Animal Services or related field
- * Required Question