



MONTGOMERY COUNTY
HUMAN RESOURCES DEPARTMENT

RECRUITMENT
TRAINING AND DEVELOPMENT
COMPENSATION & BENEFITS

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

Shelter Assistant (P/T)
Montgomery County, Virginia

#7132020-1

Montgomery County has an opening for Part-Time Shelter Assistant, with essential duties including but not limited to: Provide general care for the animals in the Shelter, including watering, feeding, grooming, performing routine exams, and treating wounds; 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 that house the animals, as well as administrative areas, restrooms and surgical areas; Clean the outdoor play yards and meet and greet areas; Perform inspections of sick animals, administering prescription medications under the direction of veterinarian; 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/equivalent GED or vocational training required. Candidate must have a valid driver's license. Pay \$11.69/hour, approximately 24 hours per week, with customary hours including weekday and weekend hours. Applicant materials must be received by **Tuesday, July 28, 2020** to be considered.

Candidates should apply online at: <http://www.montgomerycountyva.gov/hr>. For more information or to request an application or 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.