



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 Animal Care & Adoption Center
Montgomery County, Virginia

#1042021-1

Montgomery County has an opening for Part-Time Shelter Assistant, with essential duties including but not limited to: Provide general care for 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 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; drug & alcohol screening required. Pay \$12.04/hour, approximately 24 hours per week, with customary hours including weekday mornings and weekend hours.

Candidates should apply online at: <http://www.montgomerycountyva.gov/hr>. Applicant materials must be received by **Tuesday, January 19, 2021** to be considered. To request an application accommodation for disabilities, contact Human Resources at 540.394.2007.

Montgomery County, VA is committed to the principles of diversity and, in that spirit, seeks a broad spectrum of candidates including women, minorities, persons with disabilities, and veterans. As an Equal Opportunity Employer and certified Virginia Values Veterans (V3) organization, we are dedicated 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.

