



# MONTGOMERY COUNTY VIRGINIA

EST. 1776

Career Opportunity

## **SHELTER ASSISTANT – PART TIME**

Montgomery County Animal Care & Adoption Center

#11052021-1

Do you enjoy working with pets? Do you enjoy working in an environment with caring people in a fun atmosphere that helps your local community? If so, Montgomery County Animal Care & Adoption Center is the place for you! We currently need a Part-Time Shelter Assistant, with essential duties including but not limited to:

- General animal care including watering/feeding, grooming, exams and wound treatment;
- Work with and provide direction to trustees, volunteers, and community service workers in the general care of animals;
- Clean outdoor play yards and meet and greet areas;
- Perform inspections of sick animals and 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;
- Perform routine record keeping;
- Clean/sanitize/disinfect cages, kennels and litter areas, administrative areas, surgical areas and restrooms;
- May perform other duties as assigned by supervisor.

High school diploma/equivalent GED or vocational training required. Candidate must have a valid, insurable driver's license. As a federal subcontractor and position having safety-sensitive duties, drug & alcohol testing is required. Pay \$12.04/hour, approximately 24 hrs/week (part-time) and shift flexibility is needed for morning, evening and/or weekend shifts.

Candidates should apply online at: <http://www.montgomerycountyva.gov/hr>. Applicant materials must be received by **Friday, November 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.

