



**CITY OF LONG BEACH
CLASSIFICATION SPECIFICATION**

TITLE: SENIOR ANIMAL CONTROL OFFICER

DEFINITION: Under general supervision, supervises and participates in the activities involved in the licensing, control and sheltering of animals.

EXAMPLES OF DUTIES:

- Assigns and supervises the work of employees engaged in the licensing of animals, the enforcement of animal regulation ordinances, the investigation of animal bites and nuisance complaints, the inspection and quarantine of vicious animals, the care, feeding and disposition of impounded animals;
- Establishes and ensures compliance with work standards;
- Observes and enforces strict adherence to safety regulations and safe work practices, particularly in the handling of animals and the operation of patrol vehicles;
- Investigates and reports on the more difficult complaints or situations involving animals;
- Receives and dispatches calls;
- Supervises and participates in the work at a public counter;
- Supervises the maintenance of kennels and buildings;
- Participates in the public relations activities of the division;
- Keeps records and prepares reports;
- Performs other related duties as required.

MINIMUM REQUIREMENTS:

One year of service as an Animal Control Officer with the City of Long Beach and a good knowledge of the duties of the classification;

A satisfactory efficiency rating;

A valid motor vehicle operator license;

Willingness to work unusual hours, weekends and holidays.

DESIRABLE QUALIFICATIONS:

A good knowledge of the various breeds and the care and feeding of domestic animals; a good knowledge of the City ordinances, especially relating to the impounding of animals and care of animals; a good knowledge of the methods used to clean and disinfect animal shelters; some knowledge of State laws concerning the impounding and quarantining of animals; the ability to analyze and interpret laws, codes, ordinances and administrative rules and regulations; the ability to prepare clear and concise reports and to establish and maintain effective public relations; the ability to plan and direct the work of others.

SENIOR ANIMAL CONTROL OFFICER (continued)

HISTORY:

Classification Specification revised 09/14/73

Approval/Adoption Dates: 09/14/73