

**Boyle County
Position Classification**

Class Title

Animal Shelter Caretaker

Characteristics of the Class

Under the general direction of the director of the animal shelter, performs duties necessary for operation of the county animal shelter. Performs related work as required.

Examples of Duties or Responsibilities of the Classification

(Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to add to or otherwise alter the duties and responsibilities of a position. The use of an individual expression or illustration as to duties or responsibilities shall not be regarded as excluding assignment of others not mentioned which are of similar kind or quality)

Under the general direction of the animal shelter manager, cleans and maintains dog kennel and cat areas. Feeds and waters animals daily. Removes waste, mops, and disinfects animal areas. Bathes animals as needed. Reports the condition of the animals to the animal shelter director. Assists citizens in the adoption process of available animals through the animal shelter. Performs related work as required.

Typical Working Conditions and Unique Physical Requirements

(Persons employed in this classification will typically perform their primary job duties under these conditions. However, these conditions may change on occasion in performing the duties of an individual position)

Depending on particular tasks being performed, work duties are performed both indoors and outdoors in all types of weather conditions. Nature of duties requires bending, kneeling, and some lifting. Persons working in this position must be in contact with animals.

MINIMUM QUALIFICATIONS

Training and Experience

Must be physically capable to perform work duties as stated above. Experience working with animals preferred, but not required.

Special Licensing Requirements

Valid Kentucky Driver's License

Special Knowledge, Skills and Abilities

None

Overtime Status

Non-exempt