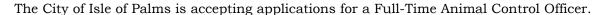
City of Isle of Palms, SC

Code Enforcement

Job Opening

Starting Salary \$42,800

Start Date April 9th, 2024



This position is to enforce City ordinances and laws pertaining to animal control. Respond to complaints concerning animals. Issue citations to animal owners for non-compliance with City ordinances.

MINIMUM REQUIREMENTS TO PERFORM WORK:

- High school diploma or equivalent;
- One (1) year of experience in animal care and handling; and
- Advanced training through an accredited animal control/care institute;
- Or equivalent education and/or experience.
- Possession of a valid South Carolina driver's license.

ESSENTIAL JOB FUNCTIONS:

- Performs animal control, animal protection, and the enforcement of laws and ordinances related to wildlife and animal control.
- Answers and investigates all complaints concerning animals.
- Patrols City for stray, injured or distressed animals.
- Issues citations to animal owners for non-compliance with City ordinances.
- Maintains accurate daily record of activities.
- Uses tranquilizer gun, traps and other means to capture stray or wildlife animals.
- Administers first aid to injured animals and transports them to animal hospital.
- Transports stray animals to appropriate facility.
- Testifies in court when necessary.
- Reports animal bites and suspected diseased animals to appropriate health officials.
- Conducts periodic registration and disease control clinics for the public in conjunction with veterinarians.
- Supervises day-to-day activities of Animal Control Officer/PT.
- Prepare Community Service work schedule to ensure daily coverage.
- Supervises and ensures compliance of court ordered community service workers.
- Coordinates the maintenance and repair of assigned equipment.
- Trains Animal Control Officer/PT in the use of equipment, procedures, and applicable laws, ordinances and regulations.
- Assists the police department with the planning and deployment of road signs and barricades during special events or emergencies, responding to missing persons or animals, and general fleet maintenance.
- Receives, reviews, prepares and/or processes reports as required by the Department and/or other agencies.

How to Apply:

Qualified candidates should visit the City's website at <u>Online Application for Employment</u> (cognitoforms.com) and submit an online application.

