



Animal Caretaker

Non-exempt position | Reports to Animal Care Manager

Position Summary

Animal Caretakers are responsible for the daily care of shelter animals including cleaning, feeding, enrichment, and socialization.

Animal Care/General

- Responsible for cleaning of shelter/animal care areas regularly
- Responsible for the general care of shelter animals including feeding, enrichment, and socialization
- Monitor animals for health and behavioral issues and report promptly
- Handle laundry, wash dishes, stock shelves, and maintain records for animal care tasks
- Work alongside shelter volunteers and provide guidance as necessary regarding job tasks
- Assist with client-facing tasks as requested

Requirements/Qualifications

- One year of volunteer or work experience with animals preferred.
- Must be at least 18 years of age.
- Valid driver's license and ability to safely drive the organization's cargo van is a plus.
- Practices humane and compassionate treatment of animals and people at all times
- Promotes the safety of animals, other staff, and shelter visitors as a top priority.
- Exercises maturity and good judgment and remains calm in stressful situations
- Generalized computer skills; able to maintain and use a variety of applications for recordkeeping.
- Is flexible and can work independently and prioritize multiple tasks appropriately in a fast-paced environment

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