



# COUNTY OF HIDALGO

## Department of Human Resources

Job Title: **ANIMAL CONTROL SPECIALIST I**  
Grade: 04

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*The County of Hidalgo Department of Human Resources reserves the right to select candidates considered to be the most highly qualified based on education and experience. The hiring department will interview and select the candidates provided by the Department of Human Resources.*

### **GENERAL DESCRIPTION**

Employee performs entry-level animal control work. Work involves pickup and impound of stray and/or dangerous animals. Investigate reports of animal bites and dangerous or vicious animals. Safely and humanely capture and transport animals, including those who are sick, injured or potentially dangerous. Perform field tranquilization on ill, injured or dangerous domestic animals or wildlife.

### **EXAMPLES OF WORK PERFORMED**

Respond to observed or reported emergency situations and ordinance violations

Write reports and record data on appropriate log/forms

Dispatch service/trouble calls to field personnel

Answer citizen questions and provide assistance

Counsel/educate citizens regarding responsible animal ownership/ordinance requirements (leash law, registration, animal behavior, etc.)

Issue citations

Clean and maintain equipment, tools, etc.

Clean, feed and care for animals

Euthanize animals when necessary

Performs related work as assigned

### **EXPERIENCE AND EDUCATION**

Graduation from a high school

One (1) year experience in related field with direct contact with animals

One (1) year of related experience may be substituted for one (1) year of education

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## **CERTIFICATES, LICENSES AND REGISTRATION**

Must have a current valid Texas motor vehicle operator's license

Must be able to be insured by the County's insurance carrier

## **KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of county area and roads, etc.

Knowledge of laws, regulations and ordinances concerning licensing and impounding of animals

Skill in safely handling animals, including those with unknown temperament

Skill in establishing and maintaining good working relationships with other county employees and the public

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to find, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop and kneel.

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

## **SAFETY REQUIREMENTS**

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time
- standing for extended periods of time
- operating assigned equipment

Maintain mental capacity which permits:

- making sound decisions and using good judgment
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations

- reading and writing
- operating assigned equipment
- communication with others
- required to follow the County of Hidalgo Accident Prevention Plan and department's safety regulations