



# COUNTY OF HIDALGO

## Department of Human Resources

Job Title: **ANIMAL CONTROL SPECIALIST II**  
Grade: 06

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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 complex-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. May supervise staff; provide work assignments, evaluations, and guidance to others.

### **EXAMPLES OF WORK PERFORMED**

Respond to after-hours emergency calls as needed by Hidalgo County

Investigate reports of animal bites and dangerous domestic animals or wildlife

Will train and lead other staff in performing duties, investigation techniques, bite reporting, and injured animal handling

Dispatch service/trouble calls to other personnel

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 and testify in court

Attend training sessions for certifications, or as required by management

Clean and maintain equipment, tools, etc.

Clean, feed and care for animals

Euthanize animals when necessary

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Performs related work as assigned

## **EXPERIENCE AND EDUCATION**

Graduation from a high school

Three (3) years' experience in related field with direct contact with animals

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

## **CERTIFICATES, LICENSES AND REGISTRATION**

Must have current certification with State of Texas as an animal control officer or obtain certification at the basic level within six (6) months and at advanced level within 18 months of employment

Must obtain certification as a euthanasia technician with six (6) months of employment

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**

Good verbal and written communication

Ability to deal with irate citizens

Knowledge of dog breeds and behaviors

Knowledge of county areas, roads, etc

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

Skill in safely handling animals, including those with unknown temperament

Able to carry out medical treatments as directed by veterinarians

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