

DOG WARDEN

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving the responsibility for impounding and disposing of stray, unlicensed, nuisance, dangerous or unleashed dogs. The incumbent responds to complaints from residents of the municipality, in accordance with the provisions of the New York State Agriculture and Markets Law and the local dog control ordinance. Incumbents of this position may be subjected to physical danger from dogs and verbal or physical abuse from owners. Work is performed under general supervision of the Town Board and Town Supervisor, with wide leeway allowed for the exercise of independent judgment in carrying out details of the work. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Captures stray dogs and transports to pound or kennel;
Responds to complaints regarding nuisance or stray dogs;
Picks up and disposes of dead dogs;
Transports injured dogs to animal hospital;
Keeps records of all complaints received and actions taken;
Keeps records of all dogs impounded, sold or destroyed;
Collects impoundment fees as required;
May issue summonses in connection with violations of Article 7 of the New York State Agriculture and Markets law and any local dog control ordinances;
May feed and care for dogs in custody;
May be required to compile and/or maintain a list of all persons in the municipality owning or harboring dogs;
Performs a variety of related duties as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of safety practices involved in the handling of dogs; good knowledge in the proper care of dogs; good knowledge of the New York State Agriculture and Markets Law and local ordinances as they pertain to licensing and control of dogs; ability to deal with persons in potentially volatile situations; ability to maintain simple records; tact; courtesy.

MINIMUM QUALIFICATIONS:

- a) Graduation from high school or possession of a comparable diploma; or
- b) Six (6) months experience working with animals in the animal control field, as an animal caretaker, as an animal hospital aide, or related field;
- c) An equivalent combination of training and experience described in a) and b) above.

SPECIAL REQUIREMENT: Possession of a current valid New York State Class D Driver License at time of appointment and throughout employment.

3/93; 4/93; 6/93; 7/06

Non-Competitive Class
Towns