

DOG CONTROL OFFICER/LABORER

Code No.: 4-18-293

COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for performing the functions of a dog control officer as necessary, and for performing routine manual labor tasks as time allows. The work is performed under general supervision from a senior level staff member. General supervision may be exercised over Assistant Dog Control Officers. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related duties may be performed although not listed)

Acknowledges dog complaints, investigating and taking appropriate action in compliance with State and local rules, regulations and ordinances;

Captures, restrains and transports to impounding area or owners;

Initiates court action in the prosecution of violators of State and local dog control laws;

Records dog bite reports and submits copies to County and/or State Health Department as required;

Makes, erects and repairs signs;

Paints crosswalks, guardrails and road stripes;

Performs general maintenance work such as trimming, patching, digging, grading and seeding;

Assists in snow removal tasks.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of State and local rules, regulations and ordinances regarding dog control; good knowledge of care, feeding and behavior of dogs; good knowledge of methods and techniques and equipment used in dog capture and restraining; good knowledge of methods and crating, housing and transporting dogs; working knowledge of methods and procedures used to make, repair and erect signs; working knowledge of methods and procedures required to perform various highway buildings and grounds maintenance tasks; skill in using a variety of hand tools; willingness to do manual work; willingness to work outdoors under adverse weather conditions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma.

SPECIAL REQUIREMENT: Possession of a valid Class V Operator's license issued by the State

of New York at time of appointment.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

ADOPTED: March 31, 1988