

DOG CONTROL OFFICER

Code No.: 6-04-010

COMPETITIVE

Non-competitive Towns only and
various jurisdictions

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for assisting with the control and protection of the dog population and the protection of persons, property and domestic animals from dog attack and damage. Duties include instituting court action for violations of relevant rules and regulations of the Agricultural and Market Law. The employee reports directly to, and works under the general supervision of 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 activities may be performed although not listed.)

Acknowledges dog complaints and investigates and takes appropriate action in compliance with state and local rules, regulations and ordinances;

Captures, restrains and transports dogs to impounding/holding area or owners;

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

Records dog bites, and submits copies to County and/or State Health Department;

Testifies in court regarding dog control violations;

Establishes and maintains appropriate files;

Feeds, waters and cares for impounded dogs when responsible for shelter services;

Assists in finding suitable homes for unwanted impounded dogs;

Humanely euthanizes dogs and disposes of bodies, or contacts local veterinarians or staff at appropriate agencies to do the same;

Provides assistance to residents regarding other domestic and/or wild animals as appropriate.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of state and local rules, regulations and ordinances regarding dog control; good knowledge of quarantine, rabies and inoculation laws and isolation regulations and procedures; good knowledge of proper care, feeding and behavior of dogs; good knowledge of proper methods, techniques and equipment used in dog capture and restraining, particularly those that are injured or sick; good knowledge of proper methods of crating, housing and transporting dogs; good knowledge of proper methods of cleaning and disinfecting shelters and vehicles that have contained diseased dogs; good knowledge of local geography; ability to identify breeds of dogs; ability to pursue, capture and restrain dogs particularly under dangerous and stressful situations which may require self-protection; ability to

deal effectively with the general public; ability to write simple narrative reports; ability to maintain records and files of dog control activity; good judgment; physical condition commensurate with the demands of the position.

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

SPECIAL REQUIREMENT: If you are appointed, you will be required to have a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

FORMERLY: Dog Warden
REVISED: June 22, 1984
REVISED: July 12, 1984
REVISED: November 10, 2011