

## DOG CONTROL OFFICER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work involving the enforcement of village laws and ordinances performed primarily in the field under the general supervision of the village trustees with considerable leeway allowed in carrying out the details of the work. The incumbent in this position has peace officer status. Does related work as required.

### TYPICAL WORK ACTIVITIES:

Investigates and takes corrective action in cases of violations of animal control regulations;  
Issues summons to animal owners;  
Institutes court action for violations of animal control regulations;  
Maintains records and relating to investigation and disposition of complaints and violations of animals;  
Reports sick and injured animals to a veterinarian or proper official for corrective action;  
May assist in taking dog census;  
Prepares a variety of related reports.

REQUIRED PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of methods and procedures used in handling dogs and other domestic animals; good knowledge of State Law and local ordinance governing the licensing and control of dogs and other domestic animals; ability to establish a good relationship with the general public; ability to understand and carry out oral and written instructions; ability to work without direct supervision; willingness to answer citizen complaints at all hours of day and night; physical condition commensurate with the demands of the position.

PREFERRED MINIMUM QUALIFICATIONS: None are required.

SPECIAL REQUIREMENT: Possession of an appropriate level NYS Driver's License at the time of appointment.

Po Resolution 88-7  
Revised 1/25/88