

JOB ANNOUNCEMENT

CITY OF UNALASKA DEPARTMENT OF PUBLIC SAFETY *POLICE DIVISION*

Open Date: December 22, 2021

Close Date: Until Filled

Position: Animal Control Officer

Hiring Wage: \$21.63- 22.95 / hour

The Unalaska Department of Public Utilities is accepting applications for the position of **Animal Control Officer in the Department of Public Safety**. Located in the number one commercial fishing port in the United States, the International Port of Dutch Harbor. Unalaska, Alaska is a coastal community located in the Eastern Aleutian Islands with a multi-cultural population of approximately 4,500 full-time residents with season influxes from multiple commercial fishery operations.

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification. Shown are duties intended to provide a representative summary.

GENERAL DESCRIPTION: This position under moderate supervision is responsible for the day-to-day-operation of the animal control division of public safety under the guidance of municipal ordinances and departmental policies.

EXAMPLES OF WORK: Patrol for animals in violation of animal control ordinances. Respond to citizen requests for pick-up of trapped, injured, and stray animals. Takes reports of vicious, biting or objectionable dogs and investigates for rabies control. Maintains the City kennel facility and cares for animals impounded therein in a safe and sanitary manner. Duties will include the humanely euthanizing animals when indicated. Educates and inform the community on animal control issues. Responsible for issuing animal licenses and ensure public compliance with animal licensing ordinances. Will use means available to seek homes for adoptable impounded animals. Will educate and inform the community on animal control matters. Issues citations, writes detailed investigative reports, and may be required to testify in court or other proceedings. Provide emergency first aid treatment to injured animals as necessary. Will also administer vaccinations after achieving appropriate certification.

KNOWLEDGE, SKILLS & ABILITIES: Position requires the ability to work independently and to interact positively with diverse groups and individuals in the public. Ability to learn and effectively apply municipal ordinances and departmental policies to duties of position. Position requires the ability to utilize mobile radio, computers and other office equipment. The ability to write reports and issue citations is required. The ability to present animal control subjects and provide educational information in a public forum and via local press organizations. Knowledge of and the ability to use a firearm. Have the ability to maintain confidentiality and security.

EDUCATION & EXPERIENCE:

High school diploma and or GED required.

Previous experience caring for animals required.

Previous experience as an Animal Control Officer preferred.

Lay vaccination certification and euthanasia certification preferred.

LICENSES & SPECIAL REQUIREMENTS:

Must be at least 18 years of age.

Must have or ability to obtain Driver's License within 90 days of hire.

Required to hold and retain active various certifications required for Police Officers, uphold law enforcement code of ethics and ability to meet APSC standards.

Ability to work rotating shifts.

Must be eligible to work in the US; requirements by federal law, if hired must complete employment eligibility verification (I-9).

Required to complete pre-employment testing which includes; thorough and extensive criminal investigation, finger prints and drug testing, physical and psychological testing post offer.

Must be able to carry and be proficient with a firearm.

Must not have any misdemeanor convictions in the last three (3) years.

No domestic violence related misdemeanor convictions and no illegal drug use in the past five (5) years.

Required to work rotating shifts with emergency or non-traditional work hours as necessary.

BENEFITS: *All compensation incentives are taxable

If applicable, lump sum bonus (taxable) of \$5,000 (refer to PSEA Collective Bargaining Agreement for details)

If applicable, lump sum relocation payment (taxable) of \$5,000 plus airfare for the employee and one family member (refer to PSEA Collective Bargaining Agreement for details).

Work out incentive pay up to \$450 /month

Education incentive per month dependent on degree Associate \$200, BA \$300, Masters \$400.

Travel allowance \$2,000 every year on your date of hire.

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Longevity bonus up to \$12,000 (refer to PSEA Collective Bargaining Agreement for further details)

Medical premium 100% employer paid (employee & dependents)

Paid Time Off starting at 16 hours per month plus 12 Floating Holidays per year

Free LifeMed membership for employee and dependents

Free Parks, Culture and Recreation membership (employee only)

Eligible for PERS Retirement (Public Employees Retirement System)

Eligible for 457 Plans with Mission Square or Mutual of America and other Voluntary Benefits

Up to 100% tuition reimbursement (must be taken while employed; refer to Title III Personnel Ordinance)

TO APPLY: Submit a City of Unalaska Application and F-3 packet. All necessary forms are available at City Hall, Administration Dept. 907-581-1252, or by downloading at www.ci.unalaska.ak.us [job openings/Employment Forms Link]. Return completed forms to City of Unalaska Attn: Administration Department; email jpearson@ci.unalaska.ak.us or send by fax to 907-581-4469.

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