Animal Care Attendant

FLSA Status: Non-Exempt

Summary

The Animal Care Attendant provides compassionate, attentive care to the animals at ACCT Philly at all times. They have primary responsibility for ensuring the well-being of animals at ACCT by providing a clean, healthy environment, nutritious food, and enrichment and activity. The ACA uses a low stress approach to help animals have as good an experience in ACCT's care as possible.

Core Responsibilities

Animal Husbandry & Handling

- Clean animal housing on an ongoing basis
- Provide food and water as outlined by policy to ensure a nutritious, appropriate diet
- Ensure animals have comfortable bedding and enrichment items such as toys, treats, etc. at all times
- Provide animals with meaningful human interaction including walking dogs and interacting with cats and other animals
- Handle animals in a low stress manner for vaccines, exams, and euthanasia
- Observe and document any medical or behavioral concerns to notify the appropriate departments or personnel
- Facilitate the movement of animals around the building, including those already deceased

Kennel & Facility Maintenance

- Ensuring animal housing areas and the general facility present as well maintained and clean, by providing ongoing upkeep and cleaning ie. sweeping, mopping, removal of trash, etc.
- Assist in the upkeep of supplies and tools including stocking items, laundry, dishes, and cleaning and disinfection of animal equipment
- Assist with janitorial duties in and around facility/grounds including but not limited to trash and snow removal

General

- Perform lost and found walk-throughs with clients as needed
- Maintain a friendly demeanor and provide quality customer service when assisting the public
- Other duties and special projects as assigned by management

Qualifications
Treats animals and people with respect; demonstrates ability to work with minimal supervision and direction; enjoys physically challenging work; is welcoming to people and able to proactively engage with a variety of stakeholders; possesses excellent work ethic; demonstrates maturity and good judgment; is comfortable and able to work with animals of varying species, size, health status, and temperaments; ability to lift and move up to 50lbs;

Education and Work Experience
High school diploma or GED required

Work Environment
ACCT Philly is open to the public 10am to 6pm on weekdays and 10am to 6pm on weekends and holidays, and may have as many as 300 interactions with the public in a given day, including with volunteers and rescue partners. The shelter operates at a fast pace and experiences rapid turnover of patients. While performing the duties of the job, employees are frequently exposed to odors and high levels of noise.

Hours/Status
This is a full-time position, averaging a minimum of eight (8) hours per day, forty (40) hours per week. Work schedule including days and hours may vary according to the needs of the organization and will include weekends, nights, and holidays. This is a Union position.

Immediate Supervisor: Animal Care Manager, Animal Care Supervisor

Compensation: $17.00 per hour
(Consideration given for previous paid animal care experience)

Introductory Assessment Period
The introductory assessment period runs from the date of hire for 90 days thereafter. For employment in any position with ACCT Philly, this introductory assessment period is the period during which the specifics of the job are learned. During this period, either the employee for ACCT Philly may end the employment relationship without notice or prejudice.

Employment
There is no minimum period of employment guaranteed or implied by acceptance of an employment offer. It is the policy of ACCT Philly that all positions are governed by the needs of the agency, which means that employment is “at will” and for no specified term. Either ACCT Philly or the employee may terminate employment at any time.
Evolution Parking and Guest Services

Agreed to and Accepted by: _____

Date: _____