

SIKSIKA NATION TRIBAL ADMINISTRATION

EMPLOYMENT OPPORTUNITY

SERVICE AREA: Siksika Public Safety
DEPARTMENT: Siksika Protective Services
POSITION: Animal Control Officer
SALARY: Based on Education & Experience
STATUS:

COMPETITION: SJ-01-10-13-22

DATE POSTED: 10-13-22

DEADLINE: 10-27-22

NOTICE: DEADLINE TIME TO SUBMIT IS 12:00 PM (NOON)

General and Responsibilities: Duties include but are not limited to:

The Animal Control Officer's duties involve a combination of animal investigation, care, and education. The position will be part of a team; will work rotating shifts, including days, nights, holidays, and weekends to patrol Siksika Nation. The overall outcomes and goals of this position is to reduce human/animal conflict and improve the health and welfare of community animals.

Duties & Responsibilities: Duties include but are not limited to:

- Responds to public inquiries, investigates complaints of animal cruelty or attacks, and requests for service with issues relating to animal care and control in a timely, professional, and efficient manner
- Report and remove stray, uncontrolled, or abused/malnutrition animals from undesirable conditions, and if necessary, arrange for shelter for unclaimed animals.

CONTACT HUMAN RESOURCE FOR A FULL JOB DESCRIPTION

MINIMUM QUALIFICATIONS:

Required Knowledge, Skills and Abilities:

Must be able to foster and maintain good public relations and customer service with the public, and be able to communicate and mediate effectively in a variety of situations, Demonstrated skills in decision making and problem solving capacity, Experience in the use of computer database records such as Word and Excel, Ability to work with confidential information with integrity and trust, Must possess good oral, written and listening skills, Ability to prioritize daily activities, Passionate about animal care, responsible pet ownership and community safety, Must understand and support the SDCCP Mission and Vision

Education and Experience:

- High School Diploma or equivalent
- Education and/or experience working with animals is an asset

Other:

- First Aid Certification is an asset
- Must have a Valid Class 5 Driver's License and satisfactory driver's abstract.
- Updated Criminal Record Check

SUBMIT APPLICATION & RESUME TO HUMAN RESOURCES

NOTE: ONLY CANDIDATES GRANTED INTERVIEWS WILL BE NOTIFIED BY PHONE



Contact Siksika Human Resources Department

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