

**COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION**

CLASS TITLE: ANIMAL SHELTER HELPER

TITLE #: 1021

DISTINGUISHING FEATURES OF THE CLASS: The work involves the provision of care for animals in the shelter and maintenance of the kennels. Work is performed under the general supervision of the Animal/Dog Control Officer. Does related work as required.

TYPICAL WORK ACTIVITIES:

Cleans kennels;

Walks dogs;

Feeds and assists in the care of dogs residing in the shelter;

Assists the public regarding adoption of dogs;

Answers telephone and takes messages as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Ability to perform routine manual work; ability and willingness to work with animals; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None are required.

Adopted: 6/29/99 kmg