Animal Care Technician II

Marin Humane is an equal opportunity, non-profit employer. Our mission is to transform lives through exceptional animal care, humane education, and advocacy. Every day, we inspire compassion and positive relationships between animals and people. Our Core Values are Dedication to Animals, Collaborative Spirit, Courage with Compassion, Pursuit of Learning, and Celebrating Differences.

SUMMARY: The Animal Care Technician II is responsible for providing high quality, humane animal care; maintaining a high standard of cleanliness in the kennels and related areas; He/she is accountable for accomplishing department goals, working collaboratively with internal and external stakeholders and supporting the mission, goals and philosophy of Marin Humane.

ACCOUNTABILITY: Animal Care Supervisor
HOURS: 24 hrs per week – including weekends
SALARY RANGE/CLASSIFICATION: $16.30 - $18.11/hr – Non Exempt
Accepting internal and external applications until position is filled.

ESSENTIAL DUTIES AND RESPONSIBILITIES

ANIMAL CARE

- Assure that all animals entrusted to the care of this department are handled properly, humanely, and with compassion
- Clean and disinfect all animal areas per protocols to maintain a safe and sanitary environment
- Feed and medicate animals under our care
- Identify, vaccinate, weigh, and kennel animals as needed
- Assist with euthanasia in accordance with Society policies and California laws

CUSTOMER SERVICE

- Acknowledge and assist in training volunteers as needed
- Assist the public in locating lost pets and answering questions
- Understand, support, and articulate organization's policies and philosophies to the public in a positive and effective manner
- Promote and emulate exemplary customer service by providing courteous, prompt and responsive service to internal and external customers.
- Fosters teamwork, creativity and a work culture aligned with MH mission and values.

SAFETY AND SECURITY

- Be proficient at reading animal body language and act accordingly towards fearful or aggressive animals
- Must be committed to a high standard of safety and be willing and able to comply with all safety laws and all of the employer's safety policies and rules
- Must be willing to report safety violations as well as potential safety violations to appropriate supervisory or management personnel
- Maintains appropriate files and records as assigned
- Adheres to the files and records retention policies and procedures

OTHER DUTIES

- Unload, store and restock Animal Care Department supplies
- Perform light maintenance and other janitorial duties, including cleaning out on-site crematorium

This job description reflects the assignment of essential functions, it does not prescribe or restrict the tasks that may be assigned. Marin Humane is an at-will employer.

- Provide assistance to other departments as assigned

DESIRABLE QUALIFICATIONS:

An ideal Candidate will possess the following knowledge, skills and abilities:

- Ability to stay focused, professional and calm in a fast paced, emotionally charged environment
- Consistently demonstrates accuracy, thoroughness, neatness and dependability to produce work within acceptable standards
- Ability to administer vaccinations and other medications to domestic animals as needed
- Accumulated knowledge of and compassion for animals
- Good customer service skills
- Ability to manage multiple tasks in a fast paced environment and to adjust to tasks in accordance with changing deadlines and priorities
- Capable of working both independently and as a member of a team
- Basic knowledge of Microsoft Office and computer keyboarding skills (data entry)
- Good oral and written communication skills
- Must be available to work irregular hours, weekends and holidays

Possession of valid California drivers' license may be necessary
Pre-employment physical and Background check, at Marin Humane's expense
Rabies vaccination required and provided at Marin Humane's expense

EDUCATION AND EXPERIENCE: A typical way of gaining the necessary knowledge, skill and ability outlined would be the equivalent of graduation from high school and a minimum of two years experience working with animals, either personally or professionally.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to stand and walk throughout the work day;
- The employee is frequently required to bend and kneel and occasionally crouch or crawl
- The employee is occasionally required to sit;
- This position involves a regular amount of repetitive motion of hands and wrist, use of hands requiring dexterity; reach with hands and arms;
- The employee must regularly lift and /or move up to 50 pounds;
- This position requires frequent talking and hearing in ordinary conversation;
- The employee is regularly required to pull and/or push items weighing up to 20 pounds and occasionally pull and/or push items weighing up to 50 pounds;
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, ability to focus. Color vision is also occasionally required.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Wet and humid (non-weather) conditions;
- Slippery floors;
- While performing the duties of this job, the employee is occasionally exposed to fumes or airborne particles (including animal dander) and toxic or caustic chemicals;
- The noise level in the work environment is frequently loud;
- The employee is occasionally exposed to dangerous and/or aggressive animals;

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- This position carries a minimal risk of exposure to animal related disease, including but not limited to rabies, ring worm, flea bites, and contact dermatitis;
- Willingness to work outside normal business hours

BENEFITS:

FULL-TIME EMPLOYEES (AT LEAST 30 HOURS/WEEK):

- Medical/Vision Plan
  - Kaiser HMO
- Dental Plan
  - Includes Orthodontia for dependent children
- Domestic Partner Coverage Available (Medical and Dental plans)
- Life Insurance
- Long Term Disability Insurance
- Section 125 Cafeteria Plan

ALL REGULAR EMPLOYEES (AT LEAST 20 HOURS/WEEK):

- Fitness Reimbursement Program
- Employee Assistance Program
- 403(b) Retirement Plan
- Paid Holiday
- Paid Vacation
- Sabbatical Leave

ALL EMPLOYEES (INCLUDING PART-TIME AND TEMPORARY):

- Paid Sick Leave

To apply, please use the following link and create an applicant account to complete application:

https://secure.saashr.com/ta/i.MHS.careers

Marin Humane reserves the right, at any time with or without notice, to alter or change job responsibilities, reassign or transfer employees, or assign additional job responsibilities.

This job description does not constitute a written or implied contract of employment. Marin Human is an equal opportunity employer.

ACKNOWLEDGEMENT & RECEIPT

I acknowledge that I have received, read, and sought clarification of any questions I have about the content of this job description.

PRINT NAME _____ SIGNATURE _____ DATE _____

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