

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 the handling, housing and daily care of the animals in the shelter. They are accountable for accomplishing department goals, working collaboratively with internal and external Marin Humane stakeholders and supporting the mission, goals and philosophy of Marin Humane.

ACCOUNTABILITY: Animal Care Supervisor, Animal Care Manager

HOURS: 24 hours per week

SALARY/CLASSIFICATION: \$17.10/hr to \$19.00/hr; .50/hr Spanish speaking differential offered; non-exempt
Excellent Benefits* - *Application filing deadline: Open until filled*

ESSENTIAL DUTIES AND RESPONSIBILITIES

ANIMAL CARE

- Ensure that all animals are handled properly, humanely, and with compassion
- Handle and care for a variety of species including exotics, farm animals and wildlife
- Identify, vaccinate, weigh, and prepare appropriate housing for all incoming animals
- Clean and disinfect all animal areas per protocols to maintain a safe and sanitary environment
- Feed and medicate animals as needed and provide daily exercise and behavioral enrichment
- Thoroughly document intake data, medical notes and behavioral observations in Shelter Buddy

EUTHANASIA

- Provide compassionate care at the end of an animal's life
- Become certified to perform humane euthanasia and act in accordance with Marin Humane policies and California laws
- Maintain accurate euthanasia and controlled substance records
- Be eligible for and maintain a Veterinary Assistant Controlled Substance permit
- Handle, store and dispose of animal remains appropriately including the use of a crematory

CUSTOMER SERVICE

- Understand, support, and articulate Marin Humane's policies and philosophies in a positive and effective manner
- Promote and emulate exemplary customer service by providing courteous, prompt and responsive service to internal and external customers Train department volunteers and assist in the training of new employees
- Foster teamwork, creativity and a work culture aligned with Marin Humane's mission and values

SAFETY AND SECURITY

- Be proficient at reading animal body language and act appropriately towards fearful or aggressive animals
- Must be committed to a high standard of safety and comply with all safety laws and employer's safety policies and rules
- Must be willing to report safety violations as well as potential safety hazards to appropriate supervisory personnel

Animal Care Technician II Job Description – Rev 7-2021

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.

- Maintain appropriate files and records and adhere to the files and records retention policies and procedures

OTHER DUTIES

- Unload, store and restock Animal Care department supplies
- Wash and sort laundry, dishes, litter pans, and donated items
- Perform light maintenance and other janitorial duties
- Participate in mandatory trainings, staff meetings, and organizational committees

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

REQUIREMENTS

- Ability to stay focused, professional and calm in a fast paced, emotionally charged environment
- Compassion for animals
- Ability to manage multiple tasks in a fast paced environment and to adjust to tasks in accordance with changing deadlines and priorities
- Consistently demonstrates accuracy, thoroughness, neatness and dependability to produce work within acceptable standard
- Ability to work both independently and as a member of a team
- Flexibility and ability to adapt to change
- Available to work irregular hours, weekends and holidays
- Rabies vaccination after hire

DESIRED QUALIFICATIONS

- Experience in animal husbandry, handling, and behavior
- Good customer service skills
- Proficiency in both oral and written communication
- Basic knowledge of Microsoft Office and keyboarding skills (data entry)
- Possession of valid California drivers' license and good driving record

Post job offer Background Check 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:

- 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;

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- The employee must regularly lift and /or move up to 50 pounds; regularly lift and/or move up to 20 pounds, above and below shoulder height;
- 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 conditions described here are representative of those an employee may encounter while performing 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 may be exposed to:

- 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;
- 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;
- Strong odors.

***BENEFITS**

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

- Medical/Vision Plan - Kaiser HMO
- Dental Plan - includes orthodontia for dependent children
- Domestic Partner Coverage (Medical and Dental plans)
- Life Insurance
- Long Term Disability Insurance

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

- Section 125 Cafeteria Plan
- Employee Assistance Program
- 403(b) Retirement Plan
- Paid Holidays
- Paid Vacation
- Sabbatical Leave

ALL EMPLOYEES (INCLUDING PART-TIME AND TEMPORARY):

- Paid Sick Leave

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

<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 Humane 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
