



CHRIS DAIGLE

Parish President

DWAYNE BOUDREAUX
Chief Administrative Officer

RANDALL W. DUNN, CPA
Chief Operating Officer

Job Summary

Job Title Animal Control Officer I	Department Animal Control	Reports to Animal Control Director	Pay Grade 6
Starting Pay Rate \$35,256	FLSA Status Non-exempt	Supervisory Duties No	Work Environment Multiple locations; outdoors

The animal control officer is responsible for ensuring the welfare and safety of animals within the parish's jurisdiction. This role involves a combination of fieldwork, administrative duties, and animal care responsibilities. This role requires some travel throughout Iberville Parish and may require being on call after hours.

RESPONSIBILITIES

Job duties include, but are not limited to:

- Conducting field operations including responding to calls related to stray animals, animal cruelty, and wildlife issues, capturing and safely handling animals using appropriate technique/equipment, and setting up and retrieving animal traps
- Feeding, watering, and administering medications to animals in custody
- Performing daily cleaning and sanitation of kennels, cages, and common areas
- Conducting health assessments and providing basic veterinary care as needed
- Monitoring and documenting animal behavior and any changes in health status
- Intaking animals brought to the shelter, completing necessary paperwork and documentation
- Maintaining accurate records of animal intake, disposition, and medical treatments
- Assisting with the adoption process, including conducting behavioral assessments



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QUALIFICATIONS

High school diploma or equivalent required; additional education or training in animal science, veterinary technology, or related field preferred

- Relevant certifications such as Chemical Capture certification
- Previous experience in animal care, animal control, or law enforcement is advantageous
- Knowledge of animal behavior, health, and welfare principles
- Ability to handle animals safely and compassionately, including those that may be aggressive or injured
- Strong communication and interpersonal skills for interacting with the public, colleagues, and other stakeholders
- Physical fitness and stamina to perform duties that may involve lifting, bending, and working outdoors in various weather conditions
- Valid driver's license and clean driving record
- Willingness to work flexible hours, including evenings, weekends, and holidays, and to be on call for emergencies

ESSENTIAL WORKER STATEMENT:

Certain positions within this classification may require incumbents to be on-call 24/7.

These roles are designated as essential, and individuals may be required to report to work during emergency situations as necessary.

OTHER DUTIES AS ASSIGNED:

Additionally, Employees may be assigned additional responsibilities or tasks as deemed necessary by management to meet the operational requirements of the organization.

EEO STATEMENT

Iberville Parish Government is an Equal Opportunity Employer committed to providing equal employment opportunities to all applicants and employees without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, genetic information, veteran status, or any other characteristic protected by law. Hiring decisions are based solely on qualifications, merit, and business needs. If you require assistance during the application process due to a disability, please contact our office for reasonable accommodations.

ABOUT IBERVILLE PARISH

Iberville Parish Government is an administrative body responsible for governing Iberville Parish and serving the members of its community. The parish government oversees various aspects of local governance, including public services, safety, infrastructure, community services, and community development within the parish.