

ROSS COUNTY

An Equal Opportunity Employer

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POSITION DESCRIPTION

Agency:	Board of Commissioners	Employee Name:	
Position Title:	Deputy Dog Warden	Class Title:	Deputy Dog Warden
Position Number:		Class Number:	09211
Dept/Div.:	Dog Warden	Civil Service Status:	Unclassified
Reports to:	Dog Warden	Employment Status:	Part-time
Pos. # of Supvr.:			

MINIMUM ACCEPTABLE CHARACTERISTICS: (*indicates developed after employment)

Knowledge of: County agency policies and procedures; * Ohio animal laws; animal behavior; methods, and equipment used to capture stray animals; inventory control; basic maintenance repair work.

Skill in: operating materials and equipment used in controlling animals.

Ability to: follow general directions; develop and maintain effective working relationships with public officials, associates, and general public; handle stray animals; draft routine correspondence; maintain accurate records; maintain general upkeep of county vehicle and radios.

EQUIPMENT OPERATED: Truck – Dart Pistol- Catch Pole - Radios

HAZARDOUS AND PHYSICALLY DEMANDING WORK CONDITIONS INHERENT IN THIS POSITION:

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QUALIFICATIONS: Any combination of education, training and work experience which indicates possession of the skills, knowledge, and abilities listed above. An example of an acceptable qualification for this position is:

Any combination of education, training, and/or experience which evidences a basic knowledge of dog licensing and regulations; demonstrable skills in animal restraint equipment.

LICENSURE OR CERTIFICATION REQUIREMENTS:

High School Diploma or GED, able to perform heavy lifting, have computer and communication skills, radio and landline communication skills.

Valid Ohio driver's license.

Must be bondable to carry concealed weapons.

This position description in no manner states or implies that these are the only duties and responsibilities reviewed and understand the contents of my position description.

(Approval of Appointing Authority)

(Date)

(Employee Signature)

(Date)