



100 John West Way
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L4G 6J1
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TOWN OF AURORA

EMPLOYMENT OPPORTUNITIES

Division of Human Resources

Animal Services Officer Full-Time, Contract \$62,763 to \$77,027 annually

Summary of Responsibilities

The Animal Services Officer is responsible for public education and enforcement of the Town's Animal Control By-Law, proactive monitoring of parks and identifying infractions and compliance within the Town. This position will require the Officer to issue notices of violation, orders and laying charges in situations of non-compliance as well as drafting and executing search warrants under DOLA. The Animal Services Officer attends community events and participates in ongoing engagement and educational opportunities within the Town. The Animal Services officer will liaise with their Supervisor on common issues and new initiatives to ensure compliance with new legislation and enforcement procedures.

Qualifications

- A minimum of four (4) years of related Animal Control/Enforcement experience, preferably in a municipal or provincial environment.
- Completion of a post-secondary education in Animal Sciences, Veterinary Sciences, or Law Enforcement would be considered a strong asset.
- You will possess excellent interpersonal, investigative, detailed report writing, strong problem-solving, and organizational skills.
- You will be able to work independently as well as within a team and have the flexibility to adjust to changing environments as well as the ability to deal courteously and effectively with the general public, staff, other levels of government and elected officials.
- The ability to exercise sound judgment in the field and under stress and provide service excellence in dealing with the public and animals is key.
- You will have working knowledge of MS Office Suite, Case Management System and the Internet.
- You must possess Class "G" Driver's Licence, in good standing and have a reliable vehicle to use on corporate business. You must be available to work flexible hours, including evenings and weekends, on-call and/or overtime as may be required.
- The applicant must be able to lift and move animals or objects weighing up to 100 lbs.

Police Criminal Record Check and Driver's Abstract

Successful applicants to this position will be required to provide a Police Criminal Record Check and Driver's Abstract that is satisfactory to the Town prior to their start date.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: hr@aurora.ca by **July 26, 2020** quoting reference number **20-37**.

The Town of Aurora is an equal opportunity employer that is committed to recognizing and celebrating the diversity of opinion, talent and expertise that make each person unique. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicants requiring accommodation are asked to contact Human Resources. Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed Human Resources at 905-727-3123.

Posted: July 10, 2020