

<b>DEPARTMENT:</b>	<b>Engineering Operations</b>	<b>STATUS:</b>	<b>Auxiliary</b>
<b>NO. OF POSITIONS:</b>	<b>Three</b>	<b>UNION:</b>	<b>CUPE, Local 387</b>
<b>HOURS OF WORK:</b>	<b>Varies*</b>	<b>SALARY:</b>	<b>\$29.49 - \$34.62 per hour + 12% in lieu of benefits</b>

The City of New Westminster's Engineering Department has exciting opportunities for *experienced* Animal Care Attendants at the City's Animal Shelter. Duties include: feeding, handling and caring for animals; reporting injuries and signs of illness; administering prescribed medications and providing routine treatments in accordance to veterinary instructions; transporting animals to and from the veterinarian clinic; cleaning/disinfecting kennels and cages; maintaining the dog yard; providing orientation and direction to volunteers; restocking food, litter, and chemicals; providing customer service; screening and providing information to potential adopters; and performing some clerical and office support tasks.

**If you have the following characteristics and qualifications, we want to hear from you:**

- A positive, energetic, team oriented, "can-do" approach to work.
- Completion of Grade 12 or equivalent, supplemented by some experience related to the work.
- Experience in the care and handling of animals in a professional capacity (**required**), preferably in a shelter environment.
- Preference may be given to those candidates who have completed Fear Free Pets or similar courses
- Considerable knowledge of the methods, practices and procedures for the care and feeding of impounded animals.
- Thorough knowledge of the policies, rules, and regulations governing animal care work.
- Sound knowledge of medications and routine medical treatments for injured or ill animals.
- Experience handling a variety of species of animals, including large and sometimes aggressive animals.
- Ability to provide excellent customer service to the public.
- Ability to understand and carry out tasks according to oral instructions and to work with minimal supervision.
- Ability to complete work related forms and reports.
- Working knowledge of basic computer programs, such as Microsoft Office Suite (Outlook, Word, Excel), Google Chrome, etc.
- Physical ability to perform duties such as lifting and carrying heavy animals and supplies.
- Valid Class 5 BC Driver's License (an asset)
- Ability to pass and maintain a clear police information check.

***\*This position is on call and no hours are guaranteed. The ideal candidate has the flexibility to work a variety of shifts (days, evenings, weekends and statutory holidays).***

**Please provide your availability**

Apply by sending your **cover letter and resume in one document** at [www.newwestcity.ca/employment](http://www.newwestcity.ca/employment) by **March 11, 2025**.

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.*

*New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples.  
It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.  
We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.  
This position is only open to those legally entitled to work in Canada.*