

Clarington

We're looking for a Part-Time Animal Care Attendant to join Clarington's Legislative Services team!

Why Clarington?

Clarington is a community full of possibilities.

As one of the fastest-growing municipalities in Durham Region, Clarington is home to over 107,000 residents across four urban centres and 14 hamlets. With our population expected to double by 2051, Clarington offers a perfect blend of urban living and small-town charm. We're known for our thriving energy and agricultural sectors, vibrant historic downtowns, and exceptional quality of life.

Our team thrives in a collaborative environment that promotes work-life balance and meaningful community impact. We value accountability, integrity, and respect, and we are deeply committed to fostering equity, inclusion, and diversity in the workplace. Together, we're building a stronger Clarington — for today and for future generations.

The future is bright – and working with the Municipality of Clarington means you can help shape it. How will you make your mark?

About the Role

Vacancy Status: This posting is for a newly created position.

Reporting to the Animal Services Supervisor, the Part Time Animal Care Attendant is responsible for all facets of animal care work, including care of impounded and quarantined animals, preparation of statistical information and promotion of the adoption program. The successful candidate must have the ability to work in a team environment with Staff and Volunteers.

Key Responsibilities

- Daily cleaning and disinfecting animal housing areas and facility.
- Conducting general physical/behavioral exams of all animals.
- Feeding, general care and medicating of animals under the general direction of a Veterinarian.
- Entering and maintaining of all animals related information into Shelter Database.
- Interacting with the public and staff in a courteous and professional manner.
- Repetitive lifting of heavy items an average of 18 kilograms, repetitive motions and standing for prolonged periods of time.
- Drive a fleet vehicle to deliver animals to and from the vet and other tasks.
- Providing general information to Public for all aspects of Animal Services.
- General Clerical duties including data entry, call dispatch and answering phones.
- Perform other duties as assigned, including those specific to the department.

What you bring

- Demonstrated knowledge and skill associated with completion of a certificate or diploma in Animal Care or Veterinary Assistant program or related discipline from a recognized community college, with a minimum of one-year related experience.
- Understanding of current Provincial and Municipal Legislation pertaining to the care, responsibilities and treatment of animals.
- Understanding of Clarington's Municipal By-laws pertaining to pets and animals (Responsible Pet By-law, Exotic Animal By-law etc.).
- Knowledge and ability to handle/assess all size breeds of cats, dogs, small mammals including wildlife and reptiles.
- Ability to lift an average of 18 kilograms on a regular basis.
- Knowledge and understanding of Shelter management databases (Shelterbuddy, Petpoint, Chameleon etc.).
- Experience with Shelterbuddy is considered an asset.
- The ability to deal with the general public in a courteous manner and maintain good public relations is required for this position.
- A good understanding of the Occupational Health & Safety Act, as it pertains to working in this type of environment.
- Up to date Tetanus and Rabies inoculation prior to the commencement of employment.
- Flexibility in scheduling and the ability to work weekends is mandatory.
- Excellent written and verbal communication abilities.
- A commitment to exceptional customer service and professionalism.
- Candidates may be required to drive a municipal vehicle for certain duties and will be required to have a clean drivers abstract and hold at minimum, a valid Ontario Class "G" Drivers License.
- Must be legally entitled to work in Canada.

What we offer

- Rate of Pay: \$32.70 per hour
- Hours of work: up to a maximum of 24 hours per week

Additional Information

A satisfactory criminal record check, proof of Tetanus and Rabies inoculation, and proof of qualifications will be required for the successful candidate.

Pre-employment testing may consist of written and oral assessments. To be considered successful, candidates must achieve a minimum score of 60% on each test. The highest score attained across the assessments will be used in the final award decision.

How to Apply

Applications will be accepted until **April 5, 2026, at 11:59pm.**

To learn more about employment with the Municipality of Clarington and to apply for this exciting and challenging opportunity, visit: www.clarington.net/careers.

We thank all applicants for their interest. Only those selected for further consideration will be contacted.

Our Commitment to Equity

The Municipality of Clarington is a progressive and inclusive employer committed to equity, diversity, and creating a respectful and barrier-free workplace.

Accommodations are available throughout the recruitment process in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005*. To request support or accessible formats, please contact the Human Resources Division at careers@clarington.net.

Privacy

Applicant information is collected under the authority of Section 11 of the *Municipal Act, 2001* for the purpose of evaluating the applicant. Questions about this collection can be directed to Human Resources at careers@clarington.net.