
Animal Care Attendant

DEPARTMENT:	Engineering	STATUS:	Auxiliary
NO. OF POSITIONS:	One	UNION:	CUPE, Local 367
HOURS OF WORK:	Varies*	SALARY:	\$31.59 - \$37.08 per hour + 12% in lieu of benefits and vacation

As a central hub in the Metro Vancouver area, the City of New Westminster delivers a broad spectrum of urban services to over 92,000 residents. New Westminster is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

The City of New Westminster's Engineering Department has an exciting opportunity for an Animal Care Attendant at the City's Animal Shelter. Duties include: feeding, handling and caring for impounded 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 and disinfecting kennels and cages; maintaining the dog yard; providing orientation and direction to volunteers; restocking items such as food, litter and chemicals; providing front counter 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 "can-do" approach to work.
- Completion of Grade 12 that is supplemented by considerable experience in working with animals, or an equivalent combination of training and experience.
- Preference may be given to those candidates who have completed Fear Free Shelters 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.
- Working knowledge of basic computer programs, such as Microsoft Office Suite (Outlook, Word, Excel), Google Chrome, etc.
- Ability to understand and carry out tasks according to oral instructions and to work with minimal supervision.
- Ability to effectively deal with a variety of species of animals, including large and sometimes aggressive animals.
- Ability to complete work related forms and reports.
- Ability to provide excellent customer service to the public.
- Ability to lift, carry and transport heavy animals and bulky objects, such as bags of feed and hoses.
- Valid Class 5 BC Driver's License (asset).
- Must be able to successfully pass and maintain a clear criminal/police record check with vulnerable sector 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)

An eligibility list may be established to fill future auxiliary Animal Care Attendant positions for the next six months.

Apply online with your resume and cover letter in one document at www.newwestcity.ca/employment by October 23, 2026.

We offer our employees great work-life balance, competitive salaries, comprehensive health, benefit and retirement plans (a percentage in lieu of benefits for auxiliary positions), education and training opportunities and challenging and rewarding work.

Join a team of enthusiastic and innovative employees, and help us build a vibrant, compassionate, resilient city where everyone can thrive.

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.*