



JOB POSTING # 19-001

PART-TIME ANIMAL CARE ATTENDANT

HEALTH DEPARTMENT

HOURLY RATE: \$ 10.20

Open Until Filled

The City of Kingsville is accepting applications for a Part-time Animal Care Attendant (19 hours per week) to assist with the animal shelter.

Maintains animal shelter enclosure and outside surroundings, provides animals food and water. Washes and sanitizes equipment and animal care facilities. Assists with adoption events. Provides excellent customer service. Performs simple maintenance and may operate mower and hand tools in cutting weeds, grass and trees. Will be required to work as needed during evenings, holidays and weekends. This position requires working outdoors in extreme temperature swings. Some exposure to mechanical, electrical, odor, and dust hazards. Performs other duties as required and/or assigned.

Training, Experience and/or Other Requirements: Must be able to work weekends and must be able to work on-call in response to city related operations. Ability to follow written and oral instructions.

Employee Behavior and Conduct:

City employees shall conduct themselves in a professional manner and shall exhibit and extend such professional conduct appropriate for the circumstances to those with whom they come into contact both internally and externally during the performance of their duties. Examples of professional conduct include, but are not limited to, being communicative, informative, fair, honest and respectful.

All City employees are required in the course and scope of their employment to provide services for the benefit of the public during emergency situations that threaten the safety of Kingsville's citizens. City employees must be able to work immediately before, during, and/or immediately after an emergency.

All positions require the following: 1) High School diploma or equivalent, 2) Valid driver's license 3) satisfactory driving record and 4) proof of eligibility to legally work in the U.S. The successful applicant is required to pass a pre-employment drug screen and background investigation.

Applications available at City of Kingsville-Human Resources, 400 W. King Avenue, Kingsville, Texas 78363 or download at www.cityofkingsville.com For additional information: Call 361-595-8017 or E-mail hadmin@cityofkingsville.com EOE.