



Part-time Animal Care Technician

The Humane Society for Southwest Washington (HSSW) is committed to enriching the lives of people and pets in our community. We have been completing families since 1897 and are committed to serving our community as it changes and grows. Through adoption, education, outreach, events, and support services for families in need, we are expanding our HSSW family every day! Imagine working with people to care for the dogs and cats in our community of Southwest Washington.

HSSW is in search of our next coworker to join our team as an Animal Care Technician. This position requires an individual who loves working with people on a team to care for animals and strives for excellence. Consider a change working toward a mission that will change you forever! People + Dogs + Cats

Animal Care Technician Level 1

The Animal Care Technician is responsible for daily cleaning and sanitation of facility and animal areas, including kennels, public areas, passageways, and the feeding and care of animals. These positions may be filled through both full-time and/or part-time employment and are hourly, non-exempt positions in the Shelter Operations Department, reporting to an Animal Care Supervisor and working closely with all shelter staff, volunteers and of course the animals in our care.

Benefits and compensation

Entry level starts at Washington State Minimum Wage. Pay increases are obtained depending on experience, attitude, work ethic, commitment to teamwork, learning ability, skill level, core competencies and, of course, the organizational budget. Employees currently enjoy paid time off, matching 401 (k), employee assistance program, section 125 flexible benefit plan, employee discounts (to include partner organizations) and access to affordable life, disability, and accidental supplemental insurance. Part time employees are eligible to participate in HSSW's shared cost dental and vision insurance benefit plans.

The Ideal Candidate

- Displays sincere interest, enthusiasm, and affinity for animal care and working with people to complete families.
- Demonstrates an attitude of being in service; using good judgment; maintaining a positive outlook; and, ideally, a sense of humor.
- Works well on teams and demonstrates an attitude and commitment to collaboration.
- Committed to achieving excellence individually and as a part of the team.
- Exhibits an approach to adaptability through overcoming obstacles to achieve results, remaining flexible and open to new ideas, recognizes and encourages others to understand changes in work tasks, situations, and environment as the basis and value for transformation.
- Is committed to personal and professional development through life-long learning.

Animal Care Technician (ACT) Duties

ACT 1 - Basic entry-level tasks...

- Feed all animals
- Perform daily cleaning and sanitizing of area of responsibility to include kennels, cages, and public areas, follows cleaning and disease control protocol to ensure a safe, healthy environment
- Follow all safety guidelines to ensure a safe work environment for staff and living environment for all animals. Take immediate action to address any safety concern or noncompliance of safety rules that could put an employee, volunteer, client, animal, or the organization at risk
- Stock areas and spot-clean kennels and public areas throughout the day
- Keep supervisor informed of animal behavior, health, or concerns
- Other duties as assigned

Client Services Duties

- Actively promote HSSW's programs and events to clients, volunteers, and staff
- Actively support associate staff, volunteers, and workforce partners.
- Promote the development of skills related to the advancement of our goals and mission.
- Represents the HSSW in a professional and courteous manner.
- Provide quality service to customers, volunteers, and staff recognizing their individual contributions to the team and the success of our organization
- Other duties as assigned

Measures of Accomplishment

- ✓ Efficient, thorough, and timely cleaning, resulting in a consistently safe, clean and clutter-free environment. Kennels are consistently free of debris and waste.
- ✓ Animals are fed according to protocol and are always provided with fresh water
- ✓ Consistent positive client feedback of customer service and volunteer engagement
- ✓ Mindfulness of possible incidents that cause accidents and injuries
- ✓ Participation in shelter activities such as trainings, meetings, and events

Qualifications:

- Ability to read, understand, comprehend, and follow instructions & SOP's
- Able to work with animals, disinfectants & cleaning supplies
- Able to perform physical work: scrubbing, mopping, walking, standing, sitting, stooping, squatting, bending, utilizing arms, hands & fingers for cleaning, lifting, operating computers, telephones, and in work with live animals for up to 10 hours a day
- Able to lift 50 pounds with assistance

Knowledge/Skills/Abilities:

- Ability to work in a fast-paced environment with a variety of people
- Ability to retain knowledge of animal breed, behavior, and handling
- Knowledge of animal health, ability to identify ill health
- Sincere interest in the mission of the HSSW

HSSW Culture

Vision: A community where everyone loves and cares for animals.

Mission: Rescue. Return. Restore. Rehome. Reconnect. One animal at a time.

Values: Compassion. Collaboration. Excellence. Service. Integrity. Stewardship.

We endeavor to seek excellence in all we do; we strive to maintain a positive attitude while doing it; we seek out opportunities to be in-service to one another; we depend on teamwork & collaboration in setting and achieving goals; with leadership as a core value, we recognize that everyone can lead by setting an example of excellence, attitude, service, teamwork & collaboration.

Working conditions

Work is performed in animal shelter. Noise levels in kennels can be high. Animal bites and scratches are a risk as animals with questionable temperaments will be encountered. Exposure to Zoonotic diseases is expected as well as exposure to cleaning chemicals and allergens with potential exposure of infectious diseases to personally owned animals. Employee will be on feet working 10+ hours/day, with appropriate breaks

*This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related duties required by their supervisor. This document does not create an employment contract implied or otherwise, other than an "at-will" relationship. **The HSSW participates in E-Verify & requires pre-employment drug testing.***

***HSSW does not have a Minor Work permit and therefore cannot hire anyone under the age of 18.**

How to apply

If this sounds like the right place for you and you feel you meet the qualifications for this position, please submit your application by email to jobs@southwesthumane.org with your first and last name in the subject line followed by "; Part-time Animal Care Technician". If you prefer you may place your application in an envelope to mail or hand deliver. Please label Animal Care Technician, Attn: Human Resources; Humane Society for Southwest Washington, 1100 NE 192nd Ave, Vancouver, WA 98684. You can find the link to our application here on our website <https://southwesthumane.org/careers>