

Town of Canton

DOG CONTROL OFFICER

The Town of Canton is seeking proposals for Dog Control Officer for the Town of Canton located at 60 Main Street, Canton, New York.

GENERAL PURPOSE

Performs public safety work in the enforcement of dog control ordinances in compliance with laws including provisions of the NYS Agriculture & Market Law.

DUTIES

- Patrols area to search for stray, sick, injured or dead animals and provide services as needed. Promptly captures, removes and impounds dangerous or stray animals
- Responds to public and law enforcement agencies calls
- Investigates cases of animal cruelty and/or neglect
- Enforces licensing laws and regulations
- Maintain contact with police to coordinate investigation activities, provides mutual assistance during emergency situations
- Works closely with Town Clerk and NYS Agriculture and Markets
- Reports directly to Town Board

MINIMUM QUALIFICATIONS

- A. Applicants must be at least 21 years of age with a minimum of a high school diploma or GED/TASC and some experience with animals or an equivalent combination of education and experience.
- B. Must possess a valid NYS Driver's License.
- C. Must be able to lift and/or move more than 50 pounds and physically fit for the job.
- D. Willingness to work outside, good communication and computer skills.

PROPOSAL SUBMISSION

Proposals must include professional background experience; proposed cost of service; and three letters of recommendation.

Deadline for written proposals is 4:00 P.M. on Friday, November 22, 2019 to the attention of Town Clerk Lisa Hammond, 60 Main Street, Canton, NY 13617.

Questions may be directed to Town Supervisor Mary Ann Ashley (mashley@cantonny.gov)