



# Town of Branford Job Announcement

**Posting Date:** October 23, 2024

**Closing Date:** Until Filled

Do you love all animals and desire to make a difference in the community? The Dan Cosgrove Animal Shelter is seeking a part time employee (working up to 19 hours a week) working as an ANIMAL CARE ATTENDANT. The Dan Cosgrove Animal Shelter is a newly renovated building providing temporary homes to many animals until they are adopted. Please visit our website at <https://www.branford-ct.gov/departments/human-resources> to view our official Town Employment Application or **Email your resume, cover letter, or town application to [CAREERS@BRANFORD-CT.GOV](mailto:CAREERS@BRANFORD-CT.GOV)**

**Job:** Animal Care Attendant

**Status:** Non-Exempt

**Department:** Dan Cosgrove Animal Shelter

**Hours:** 7:30am – 12pm Monday - Thursday

**Employment Type:** Part Time

**Pay Scale:** \$16.00/ hour

## **Job Summary:**

Purpose of this position is to under the direction of the Director of the Animal Shelter or his/her designee to perform all tasks and duties that are required for the proper, orderly and effective maintenance of all the kennels, cat rooms, and critters.

## **Essential Functions and Responsibilities**

*The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.*

- Maintains general order and cleanliness of all assigned facilities
- Disinfecting kennels
- Filing buckets
- Washing dishes
- Doing laundry and putting it away
- Cleaning the play yard of toys and feces
- Disinfecting and cleaning cat rooms and cages
- Cleaning critters
- Other related duties as needed

**Candidate cannot be afraid of or allergic to any animals, including: cats, dogs (large and small), reptiles, snakes, rabbits, critters, etc.**

*We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law. The Town of Branford reserves the right to limit the number of qualified candidates who will be considered for the position. The files of all qualified candidates will be maintained for a minimum of six months from the announcement date. All candidates must successfully pass a post-offer medical examination, which includes a substance abuse test given at the Town's expense. The Town of Branford conducts background investigations for all positions prior to hiring. Refusal to sign the release form will terminate the candidate from further consideration.*

For questions: (203) 315-0628 or (203) 315-0629