



Jackson County Department of Public Health

538 Scotts Creek Road • Sylva, NC 28779

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Shelley Carraway

DIRECTOR

- EMPLOYMENT OPPORTUNITY -

Please post this employment opportunity where all employees have access.

Position:	Animal Control Officer I <i>Permanent, Full-Time, Non-Exempt</i>
Department:	Health Department/ Animal Shelter
Description of Duties & Responsibilities:	This position functions as the Animal Control Officer I at the Jackson County Animal Shelter. Job responsibilities include patrolling of designated areas of the county noting violations of animal control laws, warning citizens of violations, and picking-up and/or otherwise controlling stray animals; responding to and investigating complaints and animal bites reported by citizens and attempting to resolve problems by informing all concerned as to the appropriate laws and regulations and negotiating satisfactory action or compliance. This position will assist at the animal control shelter in the care of animals by arranging for the adoption of animals; the care & feeding of animals in custody; and the cleaning & maintenance of animal cages.
Education & Experience Requirements:	Graduation from high school and one year of experience as an Animal Control Officer, security officer, or related law enforcement role; or an equivalent combination of training and experience. Valid North Carolina Driver's license required. Trainee and Work Against Applications will be accepted.
Starting Salary:	Starting Salary \$25,847.02 (Grade 15). Jackson County provides a robust offering of employee benefits including employer paid medical and dental benefits, participation in the Local Government Employees Retirement System, paid vacation, sick, and holiday leave, employee clinic and wellness program, and supplemental benefit offerings. Full overview of benefits available at: https://www.jacksonnc.org/employment-opportunities
Application Requirements:	Submit a completed and signed Jackson County Application available at www.jacksonnc.org to: Jackson County Department of Public Health or NC Career Works Attn: Martha Thomasson 26 Ridgeway Street, Suite 2 538 Scotts Creek Road Sylva, NC 28779 Sylva, NC 28779
Closing Date:	Wednesday, November 24, 2021.

Jackson County is an Equal Opportunity Employer.

Pre-employment drug screen and criminal background checks are required.

Jackson County participates in the federal [E-Verify](#) program.