



## Jackson County Department of Public Health

154 Medical Park Loop • 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 Lead Officer**  
*Permanent, Full-Time*

**Department:** **Animal Shelter**

**Description of Duties & Responsibilities:** The primary purpose of the position of Animal Control Lead Officer is to protect the public from rabies by enforcing State and County laws pertaining to domestic animals, quarantining biting animals, and holding rabies clinics throughout the year. Other responsibilities include the adoption/reclamation of animals, picking up stray/unwanted animals, owner assistance, investigating nuisance and animal cruelty complaints, routine patrolling of the County for ordinance violations, and educating the community on proper animal care and the law pertaining to animals in Jackson County. Duties may also include routine maintenance and care for animals at the Jackson County Animal Shelter including assisting as needed with feeding of animals and cleaning of cages. Must possess and maintain a valid North Carolina driver's license.

**Education & Experience Requirements:** **Required Minimum Training:** Graduation from high school or equivalent and three years of experience in law enforcement work including two years as an Animal Control Officer; or an equivalent combination of training and experience.

**Starting Salary:** \$29,334.47 (Grade 18)  
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 signed and completed State Application (PD 107) to:  
NC Works Career Center  
26 Ridgeway Street, Suite 2  
Sylva, NC 28779

**Closing Date:** **Friday, January 3, 2020**

**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.*