



*City of Hobart Police Department*

The Hobart Police Department  
is currently accepting applications for a full-time  
**Animal Control Officer.**

**Applications are available at the Hobart Police Department located at  
204 N. Lincoln. Return all applications to the police department.**

**Job Requirements:**

Responsible for enforcing state and local laws regarding stray, dangerous, nuisance, and unwanted domestic animals; investigates complaints; patrols assigned areas; captures animals. Performs other duties related to animal protection and control:

- Investigate complaints from the public ranging from nuisance, stray, uncontrolled, dangerous, or diseased animals to animal bites, animal cruelty and neglect.
- Perform shelter duties as required; keep the shelter clean and organized, maintain supplies and report maintenance needs.
- Issues citations for violations of applicable regulations; patrols assigned areas operating city vehicles.
- Capture animals at large for impounding; remove dead animals from public and private properties.
- May testify in court regarding citations and disposition of complaints.
- Maintains records and prepares daily reports related to work performed and materials used.
- Operates humane traps, mobile radios, cellular phones, and related animal control tools and equipment.
- Identifies basic symptoms of common animal diseases with recommendations of care.
- May speak to and meet with a variety of community, business, and educational organizations.
- Good Communication Skills, oral and written forms; ability to work with the public, in person and over the telephone.
- Using initiative and independent judgment within established procedural guidelines;
- Must have a valid Oklahoma Driver's License.
- Training courses provided; must be willing to travel for training.
- Knowledge of standard office equipment including computer skills.

**Physical Demands & Working Environment:**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility and strength to work in a typical kennel setting; vision to read printed materials; hearing and speech to communicate in person or over the telephone. Stamina to lift and maneuver animals weighing up to 100 pounds with proper equipment.

Work is subject to performance while exposed to adverse environmental conditions, loud noises, unpleasant sights and odors, exposure to animal bites and other related injuries. Must be willing to handle injured, ill, or dead animals in potentially hazardous situations.

**Represent the City of Hobart with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.**

**Benefits:**

- Paid vacation and sick time after six months of employment.
- Paid health and life insurance for employees.
- Vision, dental and supplemental insurance available.
- Longevity pay.
- Retirement plan.

**City of Hobart is an equal opportunity employer.**