



**JOB ANNOUNCEMENT**

Job Title: Animal Control Officer  
Employment Type: Part-time, FLSA Non Exempt  
Salary: Hourly Pay: \$12.00  
Open Date: Until Filled

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**City of Mendota seeks one part-time Animal Control Officer**

**ESSENTIAL JOB FUNCTIONS**

This position works under the general supervision of the Public Works Superintendent and is expected to:

- Performs duties to protect public health and safety through enforcement of City and State animal control laws and provide information supporting quality pet care.
- Assist community education regarding the importance of licensing.
- Promote responsible pet ownership and pet population.
- Enforce City ordinances and State laws regarding animal violations.
- Assist with the development of community problem solving techniques regarding nuisance animals.
- Performs all the duties of an Animal Control Officer, and other duties as assigned by the supervisor.

**QUALIFICATION REQUIREMENTS**

1. Possession of a Class C California driver's license and a satisfactory driving record;
2. Successful completion of an extensive background investigation and a pre-employment physical with drug screen are required.

**BENEFITS**

- 24 hours of Paid Sick Leave
- CalPERS: 2% at age 62 Supplemental Formula (Effective after 1,000 working hours)
- Workers Compensation

**RECOMMENDED CERTIFICATE**

PC 832 Arrest and Firearms Course completion

**SELECTION PROCESS**

The selection process will include any/all of the following steps:

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| 1. Applications Accepted   |
| 2. Application Screening   |
| 3. Panel and/or Individual Interviews  |
| 4. For the final candidate- Background investigation including reference checking, a criminal background and credit check and etc. |

## **HOW TO APPLY**

All interested candidates **MUST** submit a fully completed application or the application will be considered incomplete.

Application forms are available at City Hall and on the City's website at [www.ci.mendota.ca.us](http://www.ci.mendota.ca.us).

Email, mail or hand deliver completed applications to:

Jennifer Lekumberry  
City of Mendota  
643 Quince Street  
Mendota, CA 93640  
[Jennifer@cityofmendota.com](mailto:Jennifer@cityofmendota.com)

For more information, please call Jennifer Lekumberry at (559) 655-3291. Applications will be accepted until position is filled.

The City of Mendota is an Equal Opportunity Employer. Women, minorities and people with disabilities are encouraged to apply. In compliance with the Americans with Disabilities Act, the City of Mendota will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

*This announcement is meant only as a general descriptive recruitment guide. It does not constitute either an expressed or implied contract and is not a complete description of the job.*