

Class Concept

Work in this class involves the inspection of licensed facilities housing dogs and/or cats for conformance to the rules, laws, and regulations of the State of North Carolina. Employees schedule and conduct inspections of boarding kennels, select pet shops, auction markets, and private animal shelters to insure that animals confined in these settings are provided humane care and treatment. Employees regulate the transportation, sale, purchase, housing, care, handling, and treatment of these animals. Employees can prohibit the sale, trade, or adoption of those animals showing physical signs of infection, communicable disease, or congenital abnormalities unless veterinary care is assured subsequent to sale. Employees are responsible for the evaluation of euthanasia practices and certified euthanasia technicians. Employees investigate alleged violations of the Animal Welfare Act up to and including the death of animals by violent means. Investigations may result in legal action by law enforcement as well as the employee serving as an expert witness at a trial. Emergency response responsibilities include animal rescue techniques using the Incident Command System. Employees may be called upon to assist others in the Department as needed following natural disasters. Work may include other duties as assigned.

Recruitment Standards

Knowledge, Skills, and Abilities

- Basic Knowledge of laws, rules, and regulations pertaining to licensed facilities housing dogs and/or cats; Knowledge of the principles of animal sheltering and control; and knowledge of animal diseases, small animal market operations, animal welfare practices, and euthanasia protocols for dogs and cats. Knowledge of general epidemiological principals used to prevent, identify, and contain diseases.
- Ability to detect signs and symptoms of diseases in dogs and cats; ability to effectively handle high profile/difficult situations and individuals in a positive and professional manner.
- Ability to read, understand, and interpret applicable laws, administrative codes, regulations, and policies; Ability to communicate verbally and in writing with a variety of groups in a variety of settings.
- Ability to investigate alleged violations of the Animal Welfare Act.
- Ability to complete required records and reports.
- Ability to establish and maintain effective working relationships with private veterinarians, market operators, pet dealers, pet shops, boarding kennels, animal shelters, animal industry associations, various media outlets, and the general public.

Minimum Education and Experience

High school or General Educational Development (GED) diploma and three years of experience in animal sheltering or control work; or an equivalent combination of education and experience.