



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Employment Opportunities

Corporate Services

Division of Human Resources

Animal Services Officer

Contract, Part-Time

\$43.28 to \$54.10 per hour

Reporting to the Animal Services Supervisor, the Animal Services Officer is responsible for public education and enforcement of the Town's Animal Control By-Law, proactive monitoring of parks and identifying infractions and compliance within the Town. This position will require the Officer to issue notices of violation, orders, and strong knowledge of the Provincial Offences Act; including the issuance of charges and search warrants. Familiarity with the Administrative Monetary Penalty System (AMPS) is an asset. The Animal Services Officer attends community events and participates in ongoing engagement and educational opportunities within the Town. The Animal Services officer will liaise with their Supervisor on common issues and new initiatives to ensure compliance with new legislation and enforcement policies and procedures.

To be considered for this role you have a minimum of four (4) years of related Animal Control/Enforcement experience, preferably in the public sector. Completion of a post-secondary education in Animal Sciences, Veterinary Sciences, or Law Enforcement would be considered a strong asset. You will possess excellent interpersonal, investigative, detailed report writing, strong problem-solving, and organizational skills. You will be able to work independently as well as within a team and have the flexibility to adjust to changing environments as well as the ability to deal courteously and effectively with the general public, staff, other levels of government and elected officials. The ability to exercise sound judgment in the field and under stress and provide service excellence in dealing with the public and animals is key. You will have working knowledge of MS Office Suite, Case Management System and the Internet.

You must possess Class "G" Driver's Licence, in good standing and have a reliable vehicle to use on corporate business. You must be available to work varied shifts and flexible hours, including evenings, weekends and holiday's. On-call and/or overtime as may be required to fulfill the position. Additionally, the ability to lift and move animals or objects weighing up to 100 lbs is required.

Posting date: January 4, 2023

Successful applicants to this position will be required to provide a Police Criminal Record Check and a Driver's Abstract that is satisfactory to the Town prior to their start date at the applicants' own cost. Additionally, all Town of Aurora employees are required to disclose their vaccination status and be fully vaccinated as a condition of hire in accordance with the Town's Mandatory COVID-19 Vaccination Policy.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: hr@aurora.ca by **January 18, 2023** quoting the job title and reference number **23-07**.

The Town of Aurora is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you are contacted for a job opportunity, please advise the Human Resources Division of any accommodations needed to ensure you have access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Human Resources Division at 905-727-3123.