

Okandog Position Description

Position Title:

Kennel Attendant / Dog Care

Schedule:

Full or Part-Time

Summary: The kennel attendant will be responsible to provide compassionate and attentive care of the dogs at all times, maintain a clean healthy environment for the animals and the public, and assist with other duties as needed.

Primary Duties & Responsibilities (duties may include some or all of the below)

- Rinse, scrub, and disinfect animal cages, hallways, floors, walls, and isolation/quarantine areas as directed, **observing all safety and sanitary protocols**. Clean water bowls, food dishes, bedding and related kennel equipment.
- Feed dogs and verify that they have access to clean water at all times.
- Walk dogs out to the appropriate areas for exercise; scoop / pick-up and dispose of dog waste and make sure that fresh water is available in the play field. Comply with notes about which dogs can interact with one another.
- Assist in socializing dogs, handling them safely and humanely at all times.
- Assist in maintaining the kennel areas, play field and general grounds. Report any unsafe or unsanitary conditions to the manager on site.
- Observe dogs and report any concerns about dog health and safety to Manager.
- Be punctual with excellent attendance – the dogs rely on your support. If unable to work your scheduled shift, give as much advance notice as possible to Manager.
- Primary focus must be on the health and safety of the dogs at all times. **Cell phone use is only allowed for work purposes**. Personal use is a distraction and not allowed during work hours unless there is an emergency.
- Interact with the general public and potential adopters. Refer any questions regarding the dogs, dog behavior or adoptions to Jan Short or manager on site.
- Coordinate with other employees and volunteers to optimize care of the dogs.

Qualifications

1. Experience with handling dogs and knowledge of dog behavior.
2. Cheerful, positive attitude and enjoy working with people and pets.
3. Dedicated to pet rescue and the mission of Okandogs.
4. Self-motivated and demonstrated ability to prioritize and perform multiple tasks in a fast-paced work environment.
5. Must be comfortable working both indoors and outdoors in all weather conditions.
6. Able to lift 40lbs.

Hourly Hire-in Rate: \$16.00-\$19.00 DOE

Benefits

We offer a positive, fun work environment. As directed by the State of Washington, all employees accrue 1 hour of paid sick leave for every 40 hours worked. Employees may also qualify for paid family and medical leave.