

*** * * JOB ANNOUNCEMENT * * ***

POSITION: ANIMAL CONTROL OFFICER Part-Time (on-call)
SALARY: \$12.00 per hour
DATE OPEN: August 28, 2020
DATE CLOSED: September 7, 2020

DEFINITION:

The person appointed by the Elko Band Council for the purpose of enforcing the provisions of the Te-Moak Dog Ordinance.

TYPICAL DUTIES:

- Patrols the Elko Indian Colony for dog(s) running at large, and to capture, impound stray/un-Licensed animal(s), and pick up dead animals.
- Must be willing to be on call. Hours do vary, with more evening duties.
- Issues written and verbal warning and citations to violators, as well as pick up and impound stray, unwanted, or un-licensed animals that are in violation of the Tribal Ordinance.
- Reports any unusual animal behavior and do what is required by the Tribal Ordinance.
- Keep records of all violators of Dog Ordinance and files.
- Make monthly reports to Administration and the Band Council.
- File and Maintain daily log of activities and necessary reports to the Elko Band Administrator. Submit monthly reports to Elko Band Council.

QUALIFICATIONS:

- Knowledge of animal diseases, Symptoms of animal behaviors, National Dog Law and Dog Rights Law.
- Must be 21 years of age and have a valid State of Nevada Driver's License.
- Must have high school diploma or equivalent.
- Must have knowledge or the understanding of Tribal organizations and Laws and have strong communication skills.
- Must have the capacity to communication both orally and written.

INDIAN PREFERENCE:

Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act (Title 25, U.S. Code, Section 472 and 473). However, the Elko Band Council is an Equal Opportunity Employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (1) of Title VII of the Civil Rights Act of 1964, amended in 1991.

APPLICATION:

Applications may be obtained at the Elko Band Administration Office located at 1745 Silver Eagle Drive, Elko, Nevada 89801 or you can download an application at elkobandcouncil.com. Any questions regarding job openings or the application process contact Elko Band HR by calling (775) 738-8889.

INCOMPLETE APPLICATIONS WILL BE DENIED. You must submit a copy of valid drivers license and driving record with your application or it will be considered incomplete.