**Capital Humane Society**

**Lincoln, Nebraska**

**“Shelter – Protect – Educate”**

Job Title: **Animal Care Attendant**

Reports To: Director of Animal Welfare

Position Summary: Animal care attendants support the health and well-being of all animals that are under the care of the Capital Humane Society. Daily responsibilities include, but are not limited to cleaning cages and kennels, focusing on basic necessities such as food and water, as well as observing health problems in animals and reporting them. Specific duties are as follows:

1. Responsible for cleaning cages and kennels as assigned according to the CHS’ Standard Operating Procedures.
2. Responsible for general cleaning such as laundry, dishes, sweeping and moping.
3. Providing care for all animals with a focus to basic necessities such as food, water, and living conditions.
4. Humane and safe handling of all animals.
5. Responsible for building/grounds cleanliness and maintenance as assigned
6. Responsible for reporting any behavior or medical observations that could compromise the welfare of the animal or staff.
7. Making canine and feline enrichment toys for the next day.
8. Other duties as assigned.

Qualifications: High school diploma or GED. Ability to maintain confidentiality. Display affection and compassion for animals and concern for their welfare. Must adhere to highest ethical standards: possess trustworthiness, exercise maturity and sound judgement while maintaining a professional manner and personal appearance. Be comfortable and skilled working with a culturally diverse staff and community. Must be able to lift up to 50 lbs. throughout the day. Must be willing to undergo pre-rabies vaccinations at the expense of Capital Humane Society. Ability to safely and humanely handle animals, work independently and as part of a team, and be flexible and resilient in ever changing conditions.