



EXPRESSION OF INTEREST ANIMAL MANAGEMENT SUPPORT OFFICER LOCAL LAWS

Level 1 Yard

Queensland Local Government Industry (Stream B) Award – State 2017

Salary \$62,409.00 per annum

Mount Isa City Council is seeking expressions of interest for an **Animal Management Support Officer** to join our Local Laws team. This position supports the Animal Management Officer with the day to day tasks of the Mount Isa City Council Pound including the care, management and release of impounded animals.

The successful applicant will have:

- Possession of a current Queensland General Safety Induction (Construction Industry White Card) is essential;
- Current Queensland "C" class manual Driver's Licence is essential.
- Certificate in Animal Technology or studying towards the completion of a relevant certification (desirable).
- Ability to deliver excellent customer service.
- Exercising sound judgement and initiative.
- Demonstrated computer literacy and administration skills, including databases and cash handling.
- Demonstrated experience in caring in a compassionate manner for animals and have the ability to recognise when animals are in distress and require care.
- Well-developed interpersonal skills to communicate, liaise and build effective relationships with internal and external customers.
- Competent in the use of the Microsoft Office suite of programs.
- Self-motivated with strong time management, problem solving and decision-making skills.
- Knowledge of or ability to obtain knowledge of Council policies and procedures.
- Ability to safely handle animals utilising good manual handling technique.
- The physical ability to undertake animal management duties including undertake daily cleaning of the Pound facility.
- High level of attention to detail is essential.

You are required to provide written responses to the Key Selection Criteria which is located in the back of the position description.

Applicants will be required to undertake and pass a pre-employment medical.

The benefits of working for Local Government:

Council offers excellent working conditions, generous employer funded superannuation benefits (up 12%), and a 19 day month. This position attracts 5 weeks paid annual leave per year and all personal protective equipment including work clothes are provided.

Applications/Enquiries:

You will require the application form and Position Description to effectively respond to the Key Selection Criteria. Applications should be supported by full resumes, a completed application form and must address the Key Selection Criteria as detailed on the Position Description.

Expression of Interest's close 5:00pm on Wednesday 15 September 2021.

**David Keenan
Chief Executive Officer**

**PO Box 815 MOUNT ISA QLD 4825
Website: www.mountisa.qld.gov.au**

"Mount Isa City Council is an Equal Opportunity Employer with a non-smoking work environment"
Applicants must be eligible to live and work within Australia



Mount Isa City Council

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