

ANIMAL CONTROL DIRECTOR

This duties of this position include but are not limited to providing the daily duties necessary to maintain the Christian County Animal Control facility and to provide care, compassion and respect for the animals, pet owners and general public. Essential duties and responsibilities include but are not limited to ensuring knowledge and compliance with applicable local, state and county laws and policies, accurate record keeping both financial and daily logs, responding promptly to inquiries and/or animal issues, maintaining kennels to pass State inspections, preparing and maintaining budgets, yard and property maintenance, other duties as assigned. This position exercises supervisor responsibilities and manages employees of the department.

Minimum qualifications include but are not limited to an associate's degree is preferred but not required. A high school diploma or equivalent is required. Experience in proper care of animals, strong ability to communicate both verbally and written, proficiency using basic office equipment including but not limited to a personal computer and related software to include Word and Excel. The salary range for this position based on qualifications and/or experience is \$39,478.00 to \$41,715.00. Applicants are subject to drug screening and thorough background check.

Applications are available to download on the county's website (www.christiancountyil.com). References are required. Applications to be returned to the Office of the County Board, Attention Matt Wells, P.O. Box 647, Taylorville, Illinois 62568 no later than Friday, July 1, 2022.