



# Mineral County Sheriff's Office

**Sheriff Randy Adams**

105 South A Street, Suite 4

P.O. Box 2290

Hawthorne, NV 89415-2290

Telephone: (775) 945-1046

Fax: (775) 945-5484

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**POSITION: Animal Control Officer, Part-Time**

**CLASS: 11/1PE, \$13.72 per hour, 19 hours/wk**

Opening date for all Applicants: **Wednesday, January 17, 2018**

Closing date for all applicants: **Open Until Filled**

## **JOB DUTIES**

Shall be responsible for answering citizens' complaints concerning animal control within Mineral County, patrolling for stray animals, maintain various reports and correspondence for the Animal Control Division as well as enforce laws concerning animal control for Mineral County, Nevada.

## **QUALIFICATIONS**

1. Must be at least 18 years of age.
2. High school diploma or GED equivalent. Copy of certificate required.
3. NO felony convictions.
4. Must possess a valid Nevada driver's license.
5. Experience in animal control (or related experience).
6. Must be able to work with minimal supervision.
7. Must be bondable.
8. Must be able to lift a minimum of 60 lbs.
9. Position requires working shift work, holidays, weekends, etc.
10. Must possess a positive working relationship with other offices, employees, and the Public.

Applications are available at the **MINERAL COUNTY SHERIFF'S DEPARTMENT**, 105 South A Street, Suite 4, Hawthorne, NV. 89415, P.O. Box 2290, Hawthorne, NV 89415 or call (775) 945-2434 for more information.

**All successful applicants are required to consent to a pre-employment drug screen and background check.**

**Mineral County is an Equal Opportunity Employer.**

**Accommodations for disabled applicants can be arranged by calling the Office of the Recorder/Auditor at (775) 945-3676.**

**Mineral County is a Drug and Alcohol free workplace.**