

ANIMAL CONTROL OFFICER II

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for enforcing the provisions of Article 7 of the New York State Agriculture and Markets Law, as well as applicable local municipal ordinances, relating primarily to dog control. Duties include the seizure and impoundment of dogs and other animals and when necessary, the humane euthanasia of animals in accordance with applicable law. The work is performed under the general direction of a higher-level administrator or officer. Employees in this position may be required to work other than normal working hours. Does related work as required.

TYPICAL WORK ACTIVITIES:

Seizes and impounds stray or dangerous dogs and other animals and attempts to locate owners of the seized animals;
Patrols public areas to enforce local ordinances and respond to complaints involving loose or stray dogs, animal cruelty or mistreatment, potentially rabid animals or other nuisance wildlife;
Humanely euthanizes dangerous dogs or other animals in accordance with applicable laws;
Enforces quarantine laws and orders;
Receives and responds to public complaints regarding dog and other animal nuisances;
Addresses issues involving unintentional or irresponsible animal owners;
Issues appearance tickets in accordance with applicable law;
Participates in court proceedings, prepares reports and provides documentation, information and testimony for prosecuted cases;
Maintains detailed records of work performed, including animals impounded, returned to owners, or euthanized;
Promotes and maintains positive public relations;
Performs nuisance wildlife control duties;
Completes general routine administrative reports (e.g., summaries of summonses issued, reports to legislative body, etc.).

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of Article 7 of the Agriculture and Markets Law, including all applicable rules, regulations and procedures, as well as local laws and ordinances; good knowledge of the identifying features, temperaments and characteristics of animal breeds and species commonly kept as domestic animals; good knowledge of local geography; working knowledge of applicable state and federal laws pertaining to animal control; ability to safely capture and restrain animals; ability to read, understand and exercise sound judgment in enforcing laws and ordinances related to the control of dogs and other animals; ability to maintain accurate records and prepare routine reports; ability to communicate effectively, both orally and in writing, especially with people at times of emotional stress.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and one (1) year of paid work experience in animal control or animal care specifically involving dogs, such as experience as an assistant dog warden, assistant dog control officer, dog trainer, veterinary assistant, kennel worker, etc.

(over)

SPECIAL REQUIREMENTS:

1. Possession of a New York State driver's license appropriate for the kind of vehicle to be operated.
2. Possession of a Nuisance Wildlife Control License issued by the New York State Department of Environmental Conservation within one (1) year of appointment which must be maintained throughout the course of employment in this title. The appointing authority is responsible for verifying possession of the required Nuisance Wildlife Control License and for ensuring compliance with any additional requirements set forth in Article 11 of the Environmental Conservation Law and Article 7 of the Agriculture and Markets Law.

R.C.D.P. (11.10.2021) 02.23.2026

Competitive

(Part-time is Non-competitive in the Town of Orangetown)

03.13.2026 New York State Civil Service approved Non-competitive title in the NY HELPS Program.