

POSITION AVAILABLE
[Animal Shelter Manager]

Colleton County Government is accepting applications from qualified individuals for the position of Animal Shelter Manager. The successful candidate will, under limited supervision, plan and direct the operations and activities of the Colleton County Animal Shelter, which include the selection of animals for adoption and euthanasia, maintenance of shelter records, daily health checks of sheltered animals, administration of medications, vaccinations, etc., animal grooming, development and implementation of adoption policies and procedures, development and implementation of processes and procedures related to incoming animals, and coordination with veterinarians involved with shelter medical care provision. Reports to the Director of Animal & Environmental Control.

Requires a minimum of a two year college degree with three to five years' experience handling animals with experience in supervision/administration, or any equivalent combination of training and experience that provides the required knowledge, skills and abilities. Must have or be able to obtain, within six months, certification to perform euthanasia. Must have a valid driver's license and a good driving record. Pre-employment drug screen and a satisfactory background check also required.

E-mail resume to jobs@colletoncounty.org. The position will remain open until filled. Only qualified candidates will be contacted for an interview. Colleton County Government is an Equal Opportunity Employer.

GRADE: 11
SALARY RANGE: \$38,744 - \$46,398 DOQ
FULL-TIME
SC STATE RETIREMENT & INSURANCE