



Employment Opportunity

Dog Counter

The Municipality of South Bruce is seeking a dog counter to issue Dog Tags throughout the Municipality of South Bruce. This is a contract position to ensure that the majority of dogs in the Municipality are licensed and to provide an up-to-date record of dog owners in the Municipality.

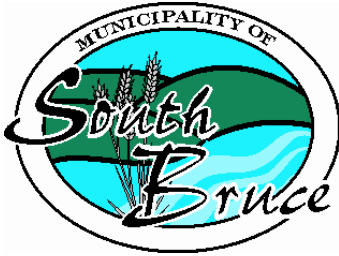
Full job description is available below

Applications will be received until 12:00 p.m. Noon on Wednesday, April 27th, 2022.

Interested applicants should forward their resume and covering letter to:

Municipality of South Bruce
Attention: Rhonda Niesen, HR Assistant
21 Gordon St E
P.O. Box 540
Teeswater ON N0G 2S0
Fax: 519-392-6266
e-mail: rniesen@southbruce.ca

We thank all applicants who apply, however, only those considered for an interview will be acknowledged. Information obtained during this recruitment process is collected for candidate selection only and is protected by the Municipal Freedom of Information and Privacy Act. In accordance with Accessibility for Ontarians with Disabilities Act, the Municipality is pleased to accommodate individual needs within the recruitment process. If you require accommodation, please indicate in your application to ensure your participation in the recruitment and selection process.



POSITION DESCRIPTION

POSITION TITLE: Dog Counter

DEPARTMENT: Building / By-Law

SECTION: Animal Control

REPORTS TO: CBO / By-Law Enforcement Officer

POSITION SUMMARY:

Door-to-door canvassing to issue dog licences within a pre-defined area in the Municipality of South Bruce.

PURPOSE: To ensure that the majority of dogs in the municipality are licensed and to provide an up-to-date record of dogs and owners in the municipality.

TASKS AND RESPONSIBILITIES:

- Ensuring all dogs are accounted for and tags purchased accordingly
- Selling tags which includes Collecting funds and issuing receipts

EDUCATION

- Minimum High School Graduation Diploma.
- G2 Drivers Licence Required

QUALIFICTIONS/EXPERIENCE

- Good verbal communication skills in order to provide accurate information in a pleasant and effective manner.
- Drivers Licence.

CONDITIONS OF EMPLOYMENT

This task will be performed over a period of approximately 12 weeks during the months of May, June, July, and August. The worker may at times encounter hostile customers during the course of their work. De-escalation skills and the ability to walk away are required.

COMPENSATION

\$15.00/Tag Sold, plus fuel expenses.

PREPARED BY:

APPROVED BY:

EFFECTIVE DATE:

SUPERSEDES DATE: