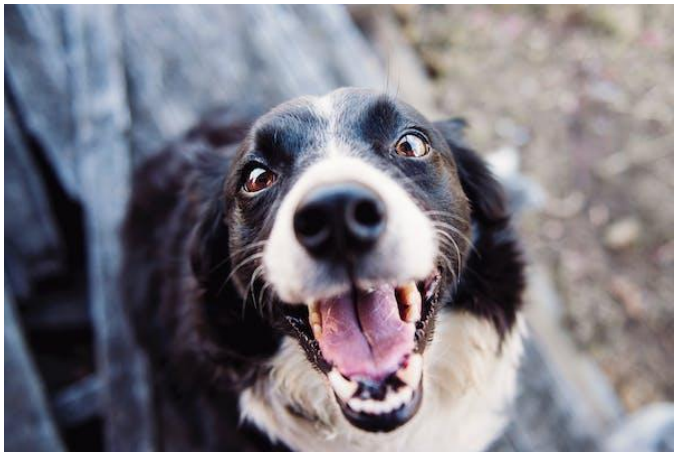
County of Santa Cruz

INVITES YOU TO APPLY FOR:



ANIMAL CARE WORKER

Bilingual (English/Spanish) Candidates Encouraged to Apply

Supplemental Questionnaire Required

OPEN AND PROMOTIONAL

Job # 26-AC2-01

Salary: $4,269– 5,450 / Month

Closing Date: Friday, December 11, 2026

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.

Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

THE LIST ESTABLISHED FROM THIS RECRUITMENT WILL BE USED TO FILL A CURRENT EXTRA-HELP[1] (TEMPORARY EMPLOYMENT) VACANCY. IT MAY ALSO BE USED TO FILL OTHER VACANCIES DURING THE LIFE OF THE ELIGIBLE LIST.

THE JOB: Under supervision of the Animal Services Coordinator or Supervising Animal Services Shelter Manager, feeds, exercises, grooms, and cares for animals at the animal shelter; is responsible for all the necessary work in the maintenance and upkeep of the animal shelter buildings, equipment and grounds; assists office and field staff by retrieving animals from vehicles, the public and other staff; assists in assessing animals for adoptability; assists with adoptions and reclaiming impounded animals to the public; directs the services of trustees or volunteers; assists in the treatment of injured or sick animals; administers medications, immunizations and vaccinations as directed; assists in performing euthanasia of animals as required, after obtaining euthanasia certification and performs other tasks as required.

THE REQUIREMENTS: Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be:

SIX MONTHS OF VOLUNTEER OR PAID EXPERIENCE IN THE CARE AND FEEDING OF DOMESTIC ANIMALS AND THE EQUIVALENT OF A HIGH SCHOOL DIPLOMA, SATISFACTORY COMPLETION OF GED OR SUCCESSFUL COMPLETION OF JOB TRAINING PARTNERSHIP ACT, CAREER WORKS, OR OTHER RELATED JOB TRAINING OR APPRENTICE PROGRAM.

SPECIAL REQUIREMENTS: **Training:** Incumbent must attend and pass the Euthanasia by Injection certification course prior to the completion of the probationary period for this class. **License:** Incumbents

must possess and maintain a valid California Class C Driver License. **Hours:** Availability to work a flexible schedule including weekends and/or holidays and rotational on-call duty as required. **Lifting:** Incumbent must be able to lift, push/pull or carry up to 50 pounds unassisted. **Special Working Conditions:** Exposure to animals who may be hostile or dangerous, and exposure to animal feces and urine. Incumbents will be encouraged to undergo a pre-rabies vaccination.

KNOWLEDGE: Some knowledge of the feeding and general care of domestic animals; habits and characteristics of domestic animals; industrial cleaning methods, procedures, materials and equipment common to an animal shelter; customer service relations; safe working practices; and a desire to work with animals.

ABILITY TO: Learn state laws and local ordinances related to the care, impounding, and disposal of animals; handle animals in a humane manner; care for, feed, and exercise animals according to shelter protocols; learn to vaccinate animals; move heavy, immobilized or resistant animals; transport animals, supplies or equipment; maintain inventories of shelter supplies; input animal related data into a computer; learn how to collect and record fees; operate a personal computer for entering animal related data; learn how to assist with assessing animals for adoptability; understand and follow oral and written instructions; establish and maintain cooperative working relationships with co-workers; communicate effectively with animal control, and other animal services staff, other agencies, and the public, at times under stressful conditions; learn how to recognize symptoms of animal-related diseases, in order to separate for observation animals showing any signs of rabies or other animal related diseases; keep kennels and cages clean of animal waste using prescribed materials, and handle animal carcasses.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Human Resources Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Human Resources Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require fingerprinting and/or background investigation.

ANIMAL CARE WORKER - SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response must also be included in the Employment History section of the application.

NOTE: Please answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for movement to the next step in the recruitment process.

1. Describe your work or volunteer experience in the care and feeding of domestic animals in an animal shelter, boarding facility, vet hospital or other animal care-related organization.

2. Describe your experience working as part of a team in a demanding, fast-paced work environment.

EMPLOYEE BENEFITS:

ANNUAL LEAVE - 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.
HOLIDAYS - 14 paid holidays per year.
BEREAVEMENT LEAVE - 3 days paid in California, 5 days paid out-of-state.
MEDICAL PLAN - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.
DENTAL PLAN - County pays for employee and eligible dependent coverage.
VISION PLAN - County pays for employee coverage. Employee may purchase eligible dependent coverage.
RETIREMENT - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.
LIFE INSURANCE - County paid $20,000 term policy. Employee may purchase additional life insurance.
DISABILITY INSURANCE - Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.
DEPENDENT-CARE PLAN - Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."
H-CARE PLAN - Employees who pay a County medical premium may elect this pre-tax program.
HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) - Employees may elect this pre-tax program to cover qualifying health care expenses.
DEFERRED COMPENSATION - A deferred compensation plan is available to employees.

[1]Extra-help employees receive a $2.00 / Hour differential and do not receive benefits. Extra-help employees cannot work more than 999 hours in a fiscal year and are covered by Social Security. Extra-help employees are used for employment on short-term projects; on a seasonal basis to meet recurrent work peaks; employment on an as-needed basis to meet peak workload, emergency, or other unusual situations.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.