



TOWNSHIP OF BLOOMFIELD

New Jersey

1 Municipal Plaza • Bloomfield, New Jersey 07003

www.bloomfieldtwpnj.com

POSITION: KENNEL ATTENDANT P/T

Department: Bloomfield Animal Shelter

Brief Description:

We are looking for a part time kennel attendant. Includes weekends and holidays.

- Daily, thorough cleaning of all animal areas, including inside/outside runs, cat areas, floors, dishes, bedding, etc.
- Spot cleaning of animal and public areas throughout the day.
- Feeding the animals, including providing special diets as needed.
- Providing dogs with routine walks and exercise as needed.
- Monitoring the health of the animals on an ongoing basis and rapidly identifying any health problems or conditions and immediately reporting it to the supervisor or senior staff.
- Providing a healthy, safe, clean and pleasant environment and facilities for the animals and the public.
- Promoting a humane and caring attitude toward all animals.
- Working courteously and cooperatively with other staff members.
- Stocking supplies.
- Janitorial duties including laundry, dishes, cleaning general shelter grounds, and sweeping/mopping public areas.
- Assisting shelter manager or other staff with additional tasks as needed.

Hourly Rate: \$15.00 per hour

Qualifications: Must be at least 18 years of age, valid NJ driver's license preferred. Must have good interpersonal, communication, customer service, and time management skills. Ability to maintain simple records. Display affection for animals, concern for their welfare, and a willingness to accommodate animals in the workplace. Treat people and animals with respect; contribute to effective teamwork; and foster public relations beneficial to the shelter and its programs.

How to Apply: Please forward resume and cover letter to:

Lt. Naomi Zepeda; nzepeda@bloomfieldnjpd.com

Closing Date: TBD
