

ANIMAL CONTROL INVESTIGATOR

Department: Sheriff's Department

Job Code: 756

Pay Grade: 110

FLSA Status: Non-Exempt

Reports To: Chief Investigator

JOB SUMMARY

An Animal Control Investigator is a specialized role within the Sheriff's office which conducts investigations to animal related violations or crimes, enforces animal control laws, and investigates reports of theft of animals, animals roaming at large, animal cruelty, neglect, or abuse of animals, including livestock (farm animals), domesticated animals, wild native animals, and/or possessing prohibited species. An Animal Control Investigator shall also respond to complaints, assess animals' living conditions, and work to ensure animal welfare, potentially leading to criminal or civil legal action against offenders, and shall be responsible for enforcement of Alabama's laws involving dangerous, or potentially dangerous dogs.

ESSENTIAL JOB FUNCTIONS

- Conduct preliminary investigations at crime scenes involving animals.
- Makes visual search at crime scenes involving animals for evidence related to a crime.
- Collects and preserves evidence.
- Investigating reports of animal neglect, abuse, or cruelty of all animals including involving livestock.
- Evaluating the health, living conditions, and safety of animals and livestock, including examining for injuries or signs of neglect.
- Gathering evidence related to animal cruelty allegations, such as photographs, witness statements, and documentation of animal conditions.
- Investigating dangerous and vicious dog cases.
- Working with law enforcement and legal professionals to build cases against individuals suspected of animal cruelty, potentially leading to arrests and prosecutions.
- When necessary, removing animals from dangerous or unsanitary conditions and arranging for their care.
- Interviews witnesses at the scene of a crime involving animals.
- Arrests suspect(s) at scene and transports to County jail for processing, as appropriate.
- Ensures that crime scenes involving animals are secured to prevent unauthorized individuals from tampering with evidence.
- Conducts follow-up investigative activities.
- Reviews crime scene evidence and notes to identify possible suspects.
- Investigates known criminals for connection to crime.
- Performs covert investigative activities such as "stake outs".
- Prepares notes for use in case files and preparation for court.
- Prepares warrants and makes arrests or assists in arrests.
- Prepare case files for transcription.
- conducts interviews with children, victims, witnesses, and alleged offenders.
- Prepares charges, response to charges, or other information for court cases in accordance with established procedures.
- Reviews case files with supervisor.
- Give testimony in court.

- Give testimony before grand jury.
- Communicates with victims regarding crimes and assists them through the court system.
- Performs a variety of activities to obtain evidence, preserve evidence, and assist other agencies.
- Assists other agencies by providing information or expertise.
- Instructs patrol officers on evidence handling.
- Serves on related committees and teams.
- Participates in raids and other focused activities.
- Provides information to lab personnel concerning the source of an item of evidence and test to be performed.
- Establishes and maintains surveillance activities to obtain information related to crime or criminals.
- Observes and photographs narcotic purchase transactions to obtain evidence for use in arrest and prosecution.
- Educating the public about animal welfare laws and responsible livestock ownership.
- Working with veterinarians, other animal control officers, and law enforcement agencies.
- Overseeing rabies quarantines.
- Rescuing pets in extreme cold and heat.
- Investigating dog bites.
- Preventing unnecessary shelter intake and helping reunite lost pets with their people.
- Inspecting pet stores and animal rescues.
- Following up on veterinary and court-ordered inspections of homes.
- Addressing noise and waste complaints.
- Mitigating complaints about outdoor and free-roaming cats.
- Rescuing lost and stray animals that are sick, injured or in immediate danger.
- Picking up and disposing of deceased animals
- Responding to emergencies.

QUALIFICATIONS

Education and Experience:

High school diploma or equivalent and two (2) years of experience as a law enforcement officer.

Licenses or Certifications:

- Certified as a law enforcement officer by the Alabama Peace Officer's Standards and Training Commission.
- Must possess a valid State of Alabama driver's license and a driving record suitable for insurability.
- Certification as a Chemical Capture Technician (preferred at time of hire, but if not, must be obtained within one (1) year following hire date).
- Certification as an Animal Control Officer (preferred at time of hire, but if not, must be obtained within one (1) year following hire date).
- Certification as a Euthanasia Technician (preferred at time of hire, but if not, must be obtained within one (1) year following hire date).

Special Requirements:

- None.

Knowledge, Skills and Abilities:

- Knowledge of animal control regulations, techniques, and enforcement, including understanding relevant animal cruelty laws and regulations.
- Knowledge of Animal Behavior and Welfare, including understanding animal behavior, health, and the specific needs of livestock.

- Investigative Techniques, including gathering evidence, conducting interviews, and documenting findings.
- Communication Skills, including effectively communicating with animal owners, witnesses, and law enforcement.
- Emotional Stability in handling emotionally challenging situations involving animal suffering.
- Background in Animal Science or Veterinary Technology may be helpful, but is not required.
- Knowledge of the work hazards associated with animal control.
- Ability to read, understand, and interpret codes, laws, regulations, policies, and procedures of animal collection, impoundment, quarantine, and disposal.
- Ability to establish and maintain effective working relationships with the public, public officials, and employees.
- Ability to deal with citizens in a courteous and pleasant manner.
- Ability to capture, secure, feed, care for, and transport domestic and non-domestic animals. Ability to establish and maintain a variety of records.
- Ability to perform addition, subtraction, multiplication, and division.
- Ability to operate, maneuver, and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

PHYSICAL DEMANDS

The work is medium and requires exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force to move objects. Additionally, the following additional physical abilities are required: balancing, climbing, crawling, crouching, feeling, manual dexterity, grasping, handling, hearing at normal speaking levels; kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking at a level to exchange ideas, talking to be heard above ambient noise, visual acuity at a level to include color, depth perception and field vision, visual acuity at a level to determine accuracy and thoroughness of work assigned, and walking. Visual acuity at a level to operate motor vehicles.

WORKING CONDITIONS

Work is performed in a dynamic environment that requires sensitivity to change and responsiveness to changing goals, priorities, and needs. Work may be performed outside in a hazardous work environment with exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, temperature extremes, bright/dim light, animal bites, or rude/hostile citizens. Work requires traveling between locations.

Marshall County has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Employee Signature

Date

Supervisor (or Personnel) Signature

Date

Marshall County commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The County's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal/state/local law.