



## CLASS SPECIFICATION

**Class Title:** Cruelty Investigator  
**Department:** Animal Care and Control  
**FLSA:** Non-exempt

**Class Code:** 6671  
**Grade:** 16  
**Eff. Date:** 1/1/22

### GENERAL PURPOSE

Under general supervision of the Field Service Coordinator, performs working level duties in enforcing animal control regulations and investigating cruelty complaints.

### EXAMPLE OF DUTIES

Investigates all animal cruelty complaints. Interviews citizens, and gathers additional information and evidence within the limits and standards of the law. Responsible for assisting Field Service Coordinator in pet shop and kennel inspections and licensing. Acts in absence of Field Service Coordinator.

Patrols geographic areas of county; issues citations for violations of animal control codes and regulations; responds to traffic accidents involving animals.

Investigates citizen complaints; resolves disputes between owners of land and livestock; retrieves and collects stray or suspect animals; transports animals to shelter or auction.

Investigates animal fights; contacts victim and determines accurate account of incident; locates and confines suspect animal; contacts owner and informs of fight ordinance.

Impounds livestock; confines the animal to a suitable pen until the owner can be found or the animal can be impounded.

Ensures that chemicals for the tranquilizer and field euthanization of animals are handled in a safe and professional manner.

Removes animal carcasses from county streets and highways; disposes of animal carcasses at designated area.

Maintains accurate record of all duties as assigned.

Performs other related tasks such as: radio dispatcher, assisting customers, cleaning building and pens, heating and watering animals, disposing of injured or unwanted animals.

Operates a motor vehicle in a safe manner and in compliance with all Utah laws and regulations. Performs other related duties as assigned.

### MINIMUM QUALIFICATIONS

#### 1. Education and Experience:

High school graduation plus two (2) years of full-time experience as an Animal Control Officer. Preference for POST certification or training.

**2. Special Qualifications:**

Employees driving a personal or a County vehicle for job related travel must possess a valid driver license, maintain the minimum vehicle liability insurance as specified in the Utah Code, and must operate a motor vehicle in a safe manner; new employees with an out-of-state license must obtain a valid Utah Driver License within sixty (60) days of hire date (exceptions for military personnel and their dependents).

**3. Necessary Knowledge, Skills and Abilities:**

**Knowledge of:** investigative methods, techniques and procedures, animal control practices and procedures.

**Skill in** the use of tranquilizer guns.

This position may require the driving of a motor vehicle; skill in operating a motor vehicle in a safe manner; ability to insure motor vehicle is operating in a safe manner; knowledge of Utah motor vehicle rules and regulations.

**Ability to:** interview citizens, establish and maintain effective working relationships with supervisors, other employees, other agencies and the general public, follow oral and written instructions and communicate effectively (orally and in writing).

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. ***All requirements are subject to possible modifications to reasonably accommodate individuals with disabilities.***