



# ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY WITH SAGINAW COUNTY

**Position:** Director  
**Department:** Saginaw County Animal Care Center  
**Classification/Salary:** \$54,611-\$68,140  
**Date Posted:** June 6, 2008

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## GENERAL STATEMENT OF DUTIES

Manages Animal Control activities and the facility. Evaluates programs and functions and makes appropriate recommendations to Controller/CAO and Board of Commissioners. Ensures adherence to State laws, county policy and procedures. Provides Saginaw County residents with assistance in animal related issues through personnel that have been provided the training, equipment and facility to properly maintain the safety of the public and the humane care of animals.

## QUALIFICATIONS

Education equivalent to an Associates Degree with courses in management, psychology and/or law enforcement. Certified Animal Control Officer through the Michigan Department of Agriculture. Minimum of three years of experience in the field. Compassionate demeanor. Solid communication skills. Basic accounting and computer skills.

**INDIVIDUAL MUST SUCCESSFULLY PASS A PRE-EMPLOYMENT DRUG TEST.**

## EXAMINATION PROCEDURE

Applications will be screened and those best qualified will be interviewed.

**ORAL INTERVIEW . . . . . 100%**

**ALL APPLICANTS WILL BE NOTIFIED CONCERNING THEIR STATUS FOR THIS POSITION.**

Examination date, if applicable, to be announced.

## APPLICATION PROCEDURE

The position indicated above is open for qualified applicants. Applications will be accepted in the Personnel Division of the Controller's Office, Saginaw County Governmental Center, 111 South Michigan, Saginaw, Michigan, 48602, on or before **June 27, 2008** or mail resume to this address.

*The County of Saginaw employs only United States Citizens and Individuals authorized to work in the United States, pursuant to the Immigration Reform and Control Act of 1986.*

*Saginaw County does not discriminate on the basis of handicapped status in admission or access to our treatment or employment in its programs and activities.*

**EQUAL OPPORTUNITY EMPLOYER**