
WEB JOB POSTING

ANIMAL CONTROL SUPERVISOR

RESPONSIBILITIES:

The City of Tullahoma is accepting applications for the position of Animal Control Supervisor which reports to the Public Works Director. This position supervises Animal Control Officers, part-time staff and volunteers. Responsibilities include coordinating adoption efforts, organizing annual events including fundraising, maintaining department databases and monitoring animals in the animal shelter. The Animal Control Supervisor handles incoming calls and provides customer service related to animal control efforts. This position may also perform the work of the Administrative Assistant III position as needed.

REQUIREMENTS:

Candidates must have a high school diploma and a college degree is preferred. Supervisory experience is required. Applicants must have experience with animals and have strong customer service and computer skills.

BENEFITS:

This is a full-time position with benefits and a starting annual salary between \$38,968 – \$40,749. Work hours are from 7:30 am to 4:30 pm.

RECRUITMENT:

Individuals interested in applying for this position can print and complete the application available on-line at www.tullahomatn.gov or obtain an application at City Hall. The application can be submitted by:

Mail: City of Tullahoma, Attn: Human Resources, PO Box 807, Tullahoma, TN 37388

Email: cbrice@tullahomatn.gov

Fax: 931-455-2782

Deliver: City Hall / Municipal Building, 201 W. Grundy Street, Tullahoma, TN

A complete copy of the job description is available upon request. The City of Tullahoma is an equal opportunity employer.

Posted: *February 6, 2018*

Closes: *until filled*