



Board of County Commissioners
Department of Community Services
Division of Community & Recreational Programs
Animal Services Section
4030 Airport Road
Inverness, Florida 34450
Phone: (352) 726-7660
Fax: (352) 726-4120

Job Description Title: Lost and Found Pet Liason
Location: Administrative Office and Kennels
Shift Time(s): All Shifts
Minimum Age Requirement: 18 years old

Description:

- Familiarize self with impounded animals, distinguishing characteristics, circumstances of impound, location found.
- Research posted pink 'lost-pet' notices
- Research microchip and tags
- Post classified ads in The Chronicle for lost pets

Skill-Set Requirements:

- Navigate PetPoint Software
- Communicate via telephone and email

Requirements (special clothing boots, tools, gloves, etc.):

- Casual clothing
 - Closed-toed shoes
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