



Job Title: Part-Time Animal Control Officer

Location: Town of Barkhamsted

Job Type: Part-Time

Salary: \$25.00 per hour to start with an increase after successful certification completion

Job Description:

The Town of Barkhamsted is seeking a dedicated and responsible individual to serve as a Part-Time Animal Control Officer. The ideal candidate will enforce all applicable ordinances and state statutes, handle animal-related calls from citizens, and manage the transportation and confinement of animals. This role requires availability Monday through Friday from 4 PM to 7 AM and all weekend hours.

Primary Responsibilities:

- Enforce all applicable ordinances and state statutes for the Town of Barkhamsted.
- Handle all calls from citizens regarding animal-related issues during specified hours.
- Transport dogs and cats to a designated kennel and manage impoundment, release, or humane destruction of animals.
- Submit a monthly report of all activities and hours, including phone complaints, by the fifteenth of the following month.
- Refer complaints not under the jurisdiction of the Animal Control Officer to the appropriate authority.
- Coordinate with the Assistant Animal Control Officer for coverage when unavailable.

Qualifications:

- Preferred: License and certification as an Animal Control Officer in the state of Connecticut or ability to complete certification within one year of hire.
- Ability to effectively interact with town government members, citizens, and outside agencies.
- Experience handling animals under stressful circumstances.
- Knowledge of and compliance with all applicable state laws.

Special Provisions:

- No animal is to be sold for experimental purposes but may be sold as a pet.

67 Ripley Hill Road
Barkhamsted, CT 06063
Phone (860) 379-8285 Fax (860) 379-6262



Incorporated 1779

- The Town of Barkhamsted will provide necessary equipment, including a vehicle, snare pole, dog trap, collars, leads, trash bags, rubber gloves, crates, muzzles, and other agreed-upon items.
- The town will provide the budget for legal notices and administrative tasks.
- Veterinary services will be provided (subject to bidding).
- Assistance may be sought from the State Animal Control Officer.

Terms of Employment:

- The Animal Control Officer will be paid \$25.00 per hour with an increase after successful completion of certification course.
- All fees and fines collected shall be turned over to the Town of Barkhamsted.
- The Town of Barkhamsted will provide General Liability and Worker's Compensation coverage while the Animal Control Officer is acting within the scope of their duties.
- A Town Vehicle may be available for use as scheduled upon hire
- This agreement may be terminated by the Board of Selectmen if the Animal Control Officer does not fulfill the requirements of the agreement.

How to Apply:

Interested candidates should submit their resume and cover letter to:

First Selectman's Office
67 Ripley Hill Rd.
Barkhamsted, CT 06063

or email to:

Edyndiuk@barkhamsted.us

Applications will be accepted until Monday, August 31, 2026

67 Ripley Hill Road
Barkhamsted, CT 06063
Phone (860) 379-8285 Fax (860) 379-6262