



PEERLESS TROUT FIRST NATION

Employment Opportunity

Animal Enforcement Officer

PTFN Trust Programs

Full-time Position

Peerless and Trout Lake, Alberta

Peerless Trout First Nation is strong, transparent, and accountable. We continue to grow and are prosperous through innovation, partnerships, and the creation of successful economic opportunities while protecting our cultural values, lands, and Treaty Rights. We will provide a safe and healthy environment for our members to thrive and to assist in developing our future generations. Peerless Trout First Nation is located 68 kilometers northeast of Red Earth, Alberta.

Reporting to the Trust Programs Manager, the Animal Enforcement Officer is responsible for enforcing animal control laws, investigating animal-related complaints, ensuring the humane treatment of animals, and promoting public safety. The successful candidate must be comfortable working outdoors in various weather conditions, be able to lift 40 pounds, be physically fit to capture and restrain dogs, and be able to work flexible hours including, evenings, weekends, and holidays.

KEY RESPONSIBILITIES:

- Patrol assigned areas to monitor and enforce animal control laws.
- Identify and capture stray, unregistered, or dangerous dogs.
- Respond to public complaints regarding dogs, including noise, aggression, and stray dog issues.
- Issue citations or warnings for violations of animal control laws.
- Educate dog owners on legal requirements and responsible pet ownership.
- Safely capture and transport dogs to shelters or veterinary facilities as needed.
- Provide basic care and first aid to injured or sick dogs.
- Provide information to the public on local animal control bylaws and regulations.
- Create and maintain a local registry system to ensure pets are not taken as strays.
- Maintain accurate records of incidents, complaints, and enforcement actions.
- Prepare detailed reports for court cases or other legal proceedings.
- Work closely with local law enforcement, animal shelters, veterinary services, and other relevant agencies to develop partnerships.
- Attend meetings and training sessions as required.

QUALIFICATIONS:

- High school diploma or equivalent required.
- Strong understanding of local and provincial animal control laws.
- Excellent animal handling and restraint skills.
- Good communication and interpersonal skills.
- Ability to remain calm and professional in stressful situations.
- Basic first aid skills for animals.
- Familiarity with MS Office.
- Coursework or certification in animal control, animal behavior, or a related field is preferred.
- Previous experience in animal control, law enforcement, or a related field is highly desirable.
- Experience handling and caring for dogs in a professional setting preferred.
- Must live within Peerless Lake or Trout Lake.
- Willing to provide a copy of your class 5 driver's license and a current driver's abstract.
- Willing to provide an RCMP Police Information Check as requested for review every 12 months.

Please submit a cover letter and resume citing **Animal Enforcement Officer, PTFN Trust Programs** in the email subject line to: Hr@ptfn.net.

We thank all candidates for their interest, however only qualified candidates selected for an interview will be contacted.

Deadline: November 27, 2024, at 12:00 p.m.