

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION**

Job Title: Zoo Keeper
Sch & Grade: PAT-5
Class Code: CO60
FLSA Status: Non-exempt
Bargain Unit Elig. AFSCME
Occupational Group Zoo

PRIMARY PURPOSE:

Performs general husbandry duties as well as exhibit design, maintenance, and landscape work for one or more assigned animal specialty areas including birds, mammals, reptiles and elephants for the Dickerson Park Zoo. Responsible for safety, health, and well being of assigned animals.

SUPERVISION:

Under the general supervision of an assigned Senior Keeper.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Observes and notes animal behavior, including feeding, breeding and social interactions and monitors such behavior in order to detect indicators of potential concerns or problems.
2. Prepares routine reports periodically, documenting the daily activities and animal behaviors.
3. Inspects and monitors assigned area to ensure the general health and safety of both the animals and visitors.
4. Cleans and disinfects animal exhibits and holding areas.
5. Monitors daily environmental conditions for animals such as temperature, rain, snow, etc.
6. Assists in designing animal husbandry/breeding programs including enrichment programs to improve animal welfare.
7. Feeds animals and prepare diets for assigned area when needed. Monitors and reports on overall animal health including dietary issues.
8. Assists in the care of sick and injured animals as outlined by the veterinarians and supervisors.
9. Participates in the design and repairs of exhibits and facilities necessary for animal displays and/or exhibit structures. Utilizes appropriate hand and power tools such as drills, skill saws, jackhammers, compressors, as well as other equipment required in the use of designing, constructing, and repairing animal exhibits and displays.
10. Provides tours, assists in educational presentations, and promotes other forms of public relations activities for the zoo.
11. Carries out control measures for pests and predators.
12. Travels to various on- and off-site locations utilizing pick-ups or other light vehicles and equipment to deliver, transport, or obtain feed, materials, equipment and supplies.

IMPORTANT FUNCTIONS:

1. Attends conferences, workshops, seminars, and other training for professional development purposes.
2. Oversees the work of a small number of temporary employees and volunteers assigned to specialty area.
3. Maintains order and cleanliness of service areas, grounds and other assigned spaces.
4. Performs office administration tasks such as copying, filing, faxing, and word processing as assigned.

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

Knowledge

Principles and procedures dealing with general animal husbandry and animal science; standard behaviors of assigned specialty animals regarding handling, feeding, breeding, social interaction patterns, and animal health; record keeping procedures.

Abilities

Effectively care for and maintain animal inventory, observe animal behavior, and maintain appropriate animal records; follow proper safety principles and procedures as well as be able to recognize safety hazards; possess a strong attention to detail; learn and follow standard operating procedures for the care and handling of assigned animals; demonstrate effective decision-making and sound judgment; complete appropriate forms and routine reports; follow oral and written instructions; operate hand and power tools, zoo vehicles, as well as other equipment utilized in completing zoo duties; communicate effectively verbally and in writing; deal effectively and courteously with associates, volunteers, and the general public; present an overall professional image; effectively welcome and embrace differences among employees and citizens; perform effectively as a member of a team in carrying out the City’s stated mission and philosophy; perform the essential functions of the job without posing a direct threat to the health and safety of others.

Experience, Education, and Training

Typically requires two years of experience in animal science related area including the care of domestic, native, and exotic animals. Directly related education and/or coursework may be substituted for some of the experience requirement. Experience requirement must be commensurate with the specialty area associated with current vacancy.

Physical Requirements

Performs frequent walking, bending, squatting, kneeling, climbing, and reaching both to ground level and overhead; lifts, carries, pushes, and pulls up to 100 pounds for animals, bales of hay, sacks of feed, cartons and supplies, and other similar items; holds and grips objects; may be subject to long periods of standing.

Working Environment

Primarily outdoors with exposure to dust, pollen, and water elements; subject to a variety of extreme weather conditions and temperatures due to working outdoors year-round; susceptible to mechanical hazards associated with tools and small equipment and other safety hazards associated with working around animals; may be subject to working in cramped spaces. Subject to safety hazards associated with caring for domestic, native, and exotic animals such as injuries resulting from bites or other physical contact; susceptible to strong odors, fumes, poor lighting, and cramped spaces. Possible exposure to disease due to contact with animals.

Licensing/Certification

Must possess a valid Missouri Motor Vehicle Operator's License.

Miscellaneous Requirements

Subject to emergency call-in; must be able to work a flexible work schedule including weekends and/or holidays.

Last Revision:	February 22, 2012	GENERAL ORDINANCE NO. 4712
Comments:	Updated Abilities	Date: June 9, 1997

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.

Signed: _____ **Date:** _____