Human Resources
505.468.1500
415 Silver, 5th Floor
Albuquerque, New Mexico 87102
HR@bernco.gov
www.bernco.gov

Animal Care Technician Senior

JOB CODE	JOB FAMILY	PROFILE
JCV232	**Animal Care Services**	**Animal Care Technician Senior**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Hourly	**$17.41 - $22.40**	**August 28, 2026**

The Animal Care Technician Senior volunteers in the oversight and humane care of animals in county animal facilities. Provides and ensures a high level of care for animals including sustenance, cleaning, sanitizing, disinfecting, exercise, and enrichment. Ensures compliance with department policies and procedures and applicable local and state laws. Trains lower-level staff and volunteers in department operational functions. Assists in local and state disaster response for the sheltering of animals.

Job Description

DUTIES AND RESPONSIBILITIES

- Provides daily leadership for Animal Care Technicians.
- Provides outstanding and responsive care and necessary sustenance to a wide variety of domestic, livestock and exotic animals. Cleans and disinfects animal housing and areas of the facility to ensure disease control and animal health. Provides socialization, enrichment, and exercise for animals in care. Monitors the health of animals and reports concerns to Veterinarian.
- Assists in the training of staff and volunteers in areas of work including but not limited to, animal husbandry, animal behavior, proper animal restraint and handling, intake process, customer service, disaster response and data entry.
- Ensures compliance with department policy, procedures, local and state laws relating to department functions.
- Assists in the development, implementation and evaluation of behavior modification and enrichment programs for the animals in our care.

- Safely, humanely, and appropriately handles and transports animals using proper equipment.
- Provides courteous, high-quality responsive service to members of the public and provides resource information as needed.
- Assist as needed in stocking and managing sheltering section inventory, equipment, and requests orders.
- Assists with disaster response, emergency shelter setup and operation.
- Perform maintenance and custodial duties on kennels and cattery at the animal care facility to insure an inviting, clean and safe environment for animals, public and employees.
- Attend and participate in department, community or professional meetings when required and stay abreast in current best practices and latest trends related to the animal welfare industry.
- Responds to staff inquires and correspondence. Serves as liaison between administration, staff, and volunteers.
- Uses Chameleon database, office programs and other electronic communications to complete work and track information.
- Provides assistance to other department sections as needed or assigned.
- In certain roles, responsibilities may involve performing euthanasia tasks.
- ***The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.***

MINIMUM QUALIFICATIONS

- High School diploma or GED
- One (1) year working in an animal sheltering or similar environment.

SUPPLEMENTAL INFORMATION

PREFERENCE

- Experience working in a lead role in an animal-related capacity.

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Individuals performing euthanasia are required to hold a valid license as a Euthanasia Technician issued by the State of New Mexico Board of Veterinary Medicine.
- Prior to performing euthanasia tasks, approval from the Director of Animal Care must be obtained.
- Employee must successfully complete the post-offer employment drug and medical examination and background investigation.

- Employee must comply with the safety guidelines of the County.
- Employee must complete required FEMA training(s) as assigned to position. Employee must have a valid New Mexico driver's license by employment date and maintain a valid NM driver's license while employed in this position.
- Employee must have or obtain within 9 months of employment, a Certificate to perform Euthanasia

WORKING CONDITIONS

- All duties may be performed indoors or outdoors.
- Duties are generally performed in a temperature-controlled environment.
- Duties are performed on surfaces including carpet, tile, concrete, dirt etc.
- Worker is exposed to natural weather conditions while performing outdoor duties. When duties are performed outdoors, a county vehicle may be used.
- Worker may be exposed to animals, aggressive animals, animal bites, disease, odors, animal dander, animal byproducts and chemicals.
- Worker will at times, interact with members of the public who can be emotional and/or hostile.
- Worker is exposed to intermittent and sustained noise factors.
- Worker performs duties alone or as part of a team.
- Shiftwork will be required, and schedules may vary to include extended hours, weekends, holidays and during disaster situations.

EQUIPMENT, TOOLS, AND MATERIALS

- Equipment used in performing duties includes but not limited to computer, telephone, multi-line telephone and general office equipment, animal handling and sanitation equipment, vehicles and other equipment as needed.
- Materials and products: handle logs, various forms, and paperwork, writing utensils, manuals regarding the use of equipment and emergency procedures.