



**SARATOGA COUNTY  
DEPARTMENT OF HUMAN RESOURCES**

County Municipal Center  
40 McMaster Street  
Ballston Spa, New York 12020

(518) 885-2225

SCOT CHAMBERLAIN  
Director of Human Resources

**CAREER OPPORTUNITY**

**ANIMAL SHELTER AIDE(S) – \*PART-TIME\*  
SARATOGA COUNTY ANIMAL SHELTER**

**SALARY: \$18.79 / Hour**

This is a manual labor position involving routine work related to the care, treatment and maintenance of each animal as well as the facilities involved in this care. Care and treatment begins upon intake and continues throughout each animal's stay at the County Animal Shelter. Duties are performed under the direct supervision of the Director of Animal Shelter or designated administrative personnel. Work is performed in accordance with established policies and procedures. Supervision is not a duty of employees in this position. Incumbents perform related work as required.

**NOTE:** *Details regarding hours and location will be discussed/determined at the interview level.*

**MINIMUM QUALIFICATIONS:** None are required, but previous volunteer/work experience involving the care and maintenance of animals will be given favorable consideration.

**NOTE:** *Successful candidate will be required to work "one" weekend day per week. Previous volunteer/work experience involving the care and maintenance of animals will be given favorable consideration.*

**SUBMIT APPLICATION TO:**

Personnel Officer – Civil Service Division  
Saratoga County Human Resources Department  
40 McMaster Street  
Ballston Spa, New York 12020

**APPLICATIONS WILL BE ACCEPTED UNTIL: **Until the Vacancy(s) has been filled****

Applications available in the Human Resources Office or on our website. Resume MAY NOT be substituted for Application. Applications must be received in our office by close of business on date indicated. No fax submissions

If you require reasonable accommodation in completing this application, interviewing, completing any pre-employment testing, or otherwise participating in the employee selection process, please direct your inquires to the Human Resources Office. Saratoga County is an equal opportunity employer.

We are committed to fostering an inclusive environment where diversity is valued and recognized as a source of strength and enrichment. We seek to attract talented people from a diverse range of backgrounds and cultures, and encourage women, people of color, LGBTQ individuals, those with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply

