



GUADALUPE COUNTY

Sheriff Joshua Ray



In compliance with the Guadalupe County Personnel Policy, it is mandatory that Department Heads post this notice for five (5) working days beginning June 3, 2025.

EMPLOYMENT NOTICE

Part Time Kennel Attendant

The Guadalupe County Animal Control is accepting applications for the position of Part Time Kennel Attendant. Applicant must have a high school diploma or GED and valid Texas Driver's License. Experience in Animal Control or related field preferred.

Duties include, but are not limited to, the following:

- Daily cleaning and feeding of all animals at the Guadalupe County Animal Shelter. This will be done in accordance with instructions provided by the Animal Control Supervisor, and those required by State laws and guidelines.
- Assures animals receive food and water, bathing and grooming as needed, and provides humane handling when animals need to be moved.
- Updates, edits and corrects data files on animals in kennels. Maintains accurate records and accesses information related to animal files, supply inventories, pharmaceutical use data, and animal inventory.
- All other duties as assigned by the Animal Control Supervisor, and or the Guadalupe County Sheriff.

Starting salary will be \$17.00 per hour. Any transfer requests by an employee of a higher pay group will be considered as a request for demotion and therefore a reduction in pay. Please file your completed transfer request, application/background packet with Sheriff Joshua Ray.

Guadalupe County does not discriminate on the basis of race, color, national origin, sex, religion, age, and handicapped status in employment or the provision of services.