

**CHEYENNE RIVER SIOUX TRIBE  
TRIBAL HEALTH DEPARTMENT  
ANIMAL CONTROL OFFICER**

**DESCRIPTION OF DUTIES**

**General Statement of Duties:** The Animal Control Officer is responsible for the animal control efforts throughout the reservation.

**Supervision Received:** Works under the immediate supervision of the Animal Shelter Director and the general and risk management supervision of the Director of the Environmental Health Program to be housed at the Game, Fish and Parks building.

**Supervision Exercised:** None

**EXAMPLE OF DUTIES (Duties may include but are not limited to the following):**

Carries out animal control management practices based on the recommended control methods determined by the G, F, & P Director, G, F, & P Wildlife Biologist, and the Land and Natural Resources Committee.

Performs all duties related to the control of domesticated animals.

Responds to all calls in a timely manner.

Responsible for all traps, snares, and other related equipment.

Keeps an inventory of all equipment related to the job and is responsible for maintenance of said equipment.

Responsible for the proper disposal of all animals related to the position.

Must be able to handle firearms, (i.e.) pistol, rifle, etc.

Required to work some weekends, will be required to be on call during the nights and weekends also.

Performs other work as assigned/required.

**MINIMUM QUALIFICATIONS**

**Required Knowledge, Skills and Abilities:** Must be familiar with all Tribal, Federal, and State trapping laws. Must have working knowledge of Tribal, Federal, and State laws and ordinances pertaining to animal control practices within the Tribal land boundaries, and main roads. Must be able to operate a two-way radio. Ability to communicate verbally with the public and in writing. Must be able to understand written and verbal instructions. Must complete any and all training offered with acceptable grade/score where required. Must be dependable and reliable. Must have reporting skills and be in good physical health.

**Education:** High school graduate or GED certificate.

**Experience:** None.

**Special Requirements:** Must possess a valid South Dakota driver's license and be insurable under the Tribal Insurance Policy. Must obtain First Aid/CPR certification within three months of employment. Subject to the CRST Drug Testing Policy.

**Confidentiality: Incumbent will be required to receive Health Insurance Portability and Accountability Act of 1996 Training. Because confidentiality is very important while working with health issues. It is expected that all matters pertaining to individual problems will be kept confidential. This also pertains to personnel issues. Failure to comply will be cause for dismissal.**

**This position is strictly prohibited from participating in political activity.**

**This position is also subject to mandatory drug and alcohol testing in accordance with the Cheyenne River Sioux Tribe's Drug and Alcohol-Free Workplace Policy. Incumbent is subject to a background investigation in accordance with P.L. 101-647, P.L. 101-630, and Resolution No. 86-2013-CR.**

**Employees of the Cheyenne River Sioux Tribe are expected to conduct themselves on and off the job in a manner which will bring credit to the organization and are to refrain from offensive conduct or using offensive language towards the public, Tribal Officials or other employees on social media or in public. Failure to comply will be cause for dismissal.**

**All Tribal Health positions are vital to the healthcare field and should a crisis or emergency happen you will be required to work per your supervisor's discretion.**

**CREATED: 11/04/2024**