



Crockett's Critter Care

Where your critters count!

JOB DESCRIPTION	Position: Pet Sitting Associate Reports to: Owner FLSA Status: Non-exempt
Position Summary: This position will fulfill pet sitting assignments by providing exceptional customer service and demonstrating a genuine passion for the care of animals. The Pet Sitting Associate will meet and exceed client expectations of pet care through various activities such as the proper feeding, watering, medicating, brushing or combing, and exercising and cleaning up after animals under their care. This position is required to watch the animals closely to ensure they are in good health and keep records on the animals' health, feedings, behaviors and medications which they must be able to articulate in daily log notes left for the clients.	
Essential Job Functions: <ul style="list-style-type: none">• Will provide care for animals that are feathered, furry, or finned• Must act responsibly, professionally and with a high level of care and patience, to feed, walk, medicate and observe behavior in pets• Must be able to provide pet visits during scheduled times• Watch animals closely to ensure they are in good health and are required to exercise animals which may include high energy dog walks of up to one hour per visit• Demonstrates understanding of basic pet behavior, including stress, aggression, pain and fear and is able to manage pets safely and effectively• Maintains records on animals' health, feedings, behaviors and medications which should be clearly articulated in daily log notes left for clients• Will clean up pet-related accidents and paw prints on flooring• May escort animals in your care to and from a veterinarian's visit, a groomer's appointment or a stay at a doggie day care• May be responsible for client's mail, plants, adjusting lights/curtains/blinds for security and taking out the trash while assuring the clients home is maintained upon their return	
Knowledge, Skills and Experience: <ul style="list-style-type: none">• H.S. Diploma or equivalent• Valid driver's license and reliable transportation• Must be able to work flexible day, evening and holiday hours per client requested assignments• Must possess mobile phone to be able to coordinate and communicate about assignments• Prior animal care or pet sitting experience preferred including dog walking/lead control• Must possess or have the ability to obtain pet first aid training• Must demonstrate dependability and reliability with respect to pet sitting assignments• Must demonstrate professionalism at all times when interacting with clients• Must be detail oriented with problem solving ability who can easily follow written instructions• Must be able to maintain composure and remain calm in emergency situations which may involve aggressive or sick animals• Must act with discretion and respect for privacy when working in client homes• Effective time management skills	

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<ul style="list-style-type: none"> • Effective verbal and written communication skills including proper grammar and spelling to prepare daily log notes for clients • Must be a self starter and demonstrate initiative 	
<p>Physical Requirements:</p> <ul style="list-style-type: none"> • Must be able to reach addresses within the assigned region within 30 minutes • Must be able to lift up to 60 lbs. and be capable of effectively controlling the leash of a dog over 50 lbs. • Must be able to visually inspect pets in your care • Must be able to walk, drive and board animals into a car for escort • Walking, driving and boarding animals into vehicles is required • Most of the work for this position requires moderate strenuous physical activity, exposure to outdoor elements and concentration • The ability to assess situations accurately and respond quickly is needed • This work environment requires that an employee have no barriers or aversions to touching, smelling or being in close proximity with animals, including sensitivity to pet dander, feathers, urine, feces or any other animal feature 	