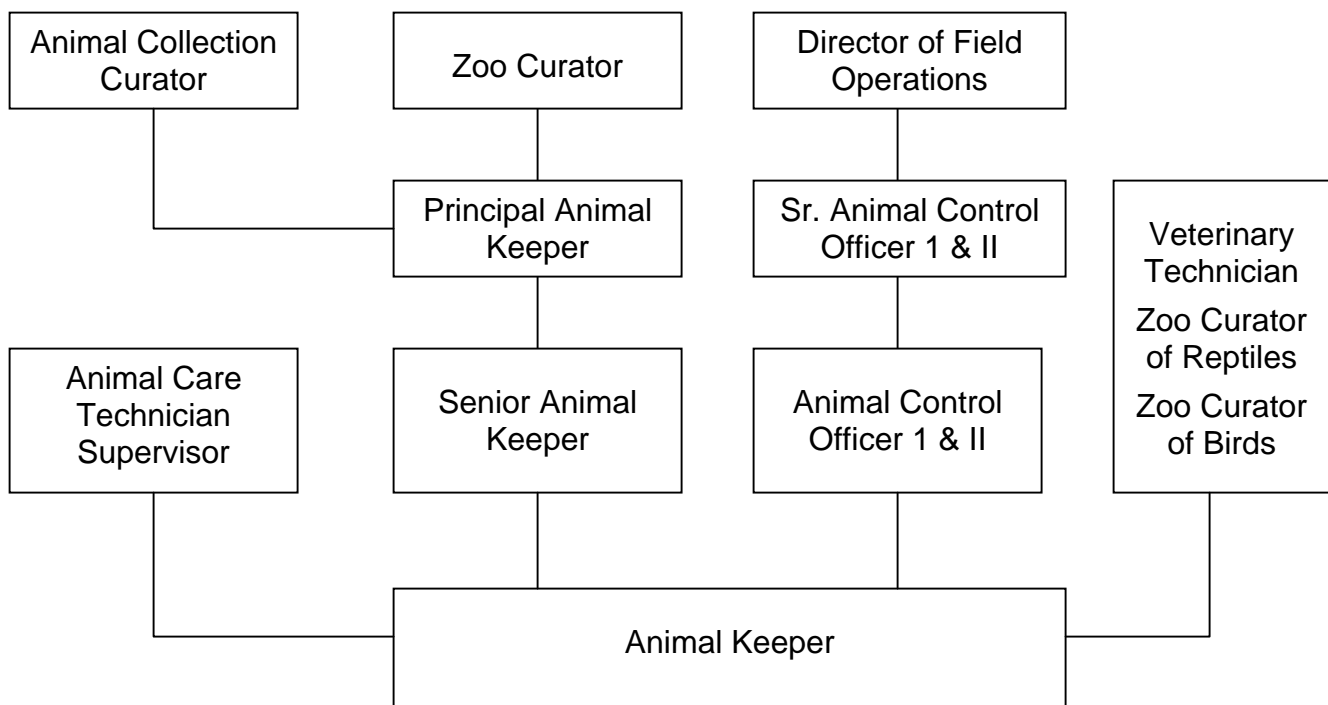


**CITY OF LOS ANGELES  
PERSONNEL DEPARTMENT**

**CAREER OPPORTUNITIES FOR ANIMAL KEEPER**

This information is being given to you to describe potential opportunities as an Animal Keeper. The career ladders that Animal Keepers most commonly enter into are diagrammed below. The typical duties and requirements for the first promotional level of these career ladders are also described. However, these may be subject to change. You may review the class specifications and some job bulletins through the Personnel Department's website at [www.lacity.org/PER](http://www.lacity.org/PER) or you may request a copy of this information from the Personnel Department, Room 100. We encourage you to examine the options open to you and to prepare yourself for the promotions for which you qualify.



**DUTIES AND REQUIREMENTS OF FIRST PROMOTIONAL LEVEL**

**DUTIES**

**Senior Animal Keeper** – Assigns, reviews and evaluates the work of employees engaged in caring for exotic mammals, birds and venomous and non-venomous reptiles at the Los Angeles Zoo; performs the more difficult and responsible work in caring for animals; maintains the exhibit premises in a clean and aesthetically pleasing manner; applies sound supervisory principles and techniques in building and maintaining an effective work force; and fulfills equal employment opportunity responsibilities.

**Animal Control Officer** – Enforces State and City ordinances dealing with the care, treatment, licensing and impounding of animals in an assigned area of the City; picks up sick,

injured, stray, vicious or unwanted animals; makes humane investigations, permit inspections, issues citations and makes arrests; and keeps records and prepares reports which may be used as legal evidence.

**Animal Care Technician Supervisor** – Assigns, reviews and evaluates the work of Animal Control Technicians engaged in the receiving, care and disposition of animals in City animal shelters; applies sound supervisory principles and techniques in building and maintaining an effective work force and fulfills equal employment opportunity responsibilities.

**Veterinary Technician** – Assists Veterinarians by performing routine and sub-professional duties in the medical or surgical treatment and preventive care of animals at the City's Zoo, animal shelters, or spay and neuter clinics; performs euthanasia-by-injection and immunizations under the direction of a licensed Veterinarian; administers emergency medical treatment to injured animals; and does related work.

**Zoo Curator of Birds** – Is responsible for the health and welfare of the entire collection of birds at the Los Angeles Zoo; determines exhibition requirements including food, shelter, special environmental requirements and care; advises on all transactions concerning the sale or purchase of birds; determines breeding requirements; assigns, reviews and evaluates the work of subordinate animal keeping personnel responsible for the routine care of the bird collection; applies sound supervisory principles and practices in building and maintaining an effective workforce; and fulfills equal employment opportunity responsibilities.

**Zoo Curator of Reptiles** – Is responsible for the health and welfare of the reptile and amphibian collection at the Los Angeles Zoo; determines exhibition requirements including food, shelter, special environmental requirements, and care; advises on all transactions concerning the sale or purchase of reptiles and amphibians; determines breeding requirements; and does related work.

## **REQUIREMENTS**

### **Senior Animal Keeper**

1. Two years of full-time paid experience as an Animal Keeper or in a class which is at least at that level in the care of zoo animals.
2. Successful completion of one year of education in a recognized college or university including 8 semester units or 12 quarter units in the biological sciences, with courses in zoology or biology, may be substituted for one year of the required experience.

### **Animal Control Officer**

1. One year of full-time paid experience performing animal care, maintenance or control of domestic or wild animals; or
2. Successful completion of 12 semester units or 18 quarter units in a recognized college or university in Animal Science, Animal Management, Administration of Justice or related course work.

### **Animal Care Technician Supervisor**

Two years of full-time paid experience in the care of animals or the enforcement of animal regulation laws.

### **Veterinary Technician**

1. Two years of full-time paid experience as an Animal Keeper or Animal Care Technician for the City of Los Angeles; or
2. Two years of full-time paid experience in the care of animals, at least one year of which was in assisting a licensed Veterinarian in the medical examination and treatment of animals.

### **Zoo Curator of Birds**

1. Graduation from a recognized four-year college or university with a major in zoology, biology or a closely related field; and
2. Three years of professional zoo experience as an assistant curator, curator, assistant zoo director or zoo director; or
3. Three years as an Animal Keeper with the City of Los Angeles specializing in the exhibition, care, selection or identification of exotic birds.

### **Zoo Curator of Reptiles**

1. Graduation from a recognized four-year college or university with a major in zoology, biology or a closely related field; and
2. Three years of professional zoo experience as an assistant curator, curator, assistant zoo director or zoo director; or
3. Three years as an Animal Keeper with specialization in the exhibition, care, selection or identification of reptiles are required. Additional full-time experience at the level of Animal Keeper involved in the care, selection or identification of reptiles may be substituted on a year for year basis for the required education.

**Note:** The above information does not replace class specifications and examination bulletins.

### **PREPARING YOURSELF FOR PROMOTION**

1. Broaden your work experience by taking advantage of job rotation and transfer opportunities. Take advantage of on-the-job training opportunities relating to your work.
2. Take advantage of formal education opportunities relating to your work.

3. Learn and stay abreast of laws, procedures, policies and practices relating to your career ladder.
4. Carefully review examination bulletins and class specifications for promotional classes to determine the kinds of skills, knowledges and abilities you need to develop for promotion.
5. Request for Notification cards may be completed in Room 100 of the Personnel Building, (213) 847-9240, to notify you by mail when a specific examination is open for filing. Familiarize yourself with the areas in our work location where weekly job bulletins are posted.

(Rev. 10/03 gg)