

THE CITY OF LOS ANGELES



CIVIL SERVICE COMMISSION

CLASS SPECIFICATION

7-11-86

4297

ZOO CURATOR

Summary of Duties: Responsible for the health and welfare of a portion of the mammal collection; determines exhibition requirements including food, shelter, special environmental requirements, and care; advises on all transactions concerning the sale or purchase of mammals; determines breeding requirements; or may be responsible for coordinating and supervising the purchase, sale, and loan of zoo animals; maintaining records on specimens and world captive populations; and advising on animal conservation and international captive management.

Distinguishing Features: A Zoo Curator works at the Los Angeles Zoo and is responsible for coordinating and recording all animal transactions or for all aspects of the care and exhibition of a portion of the mammal collection. A Zoo Curator reports to the Animal Collection Curator and may supervise animal keeping personnel. Faulty judgment could result in the loss or injury to highly valued exhibit specimens with a resultant loss of public confidence and support. Work is evaluated by the Animal Collection Curator in terms of the condition of the exhibits, the health and welfare of exhibited specimens, the accuracy of record keeping, the success of negotiations for animal transactions, and the promotion of increased public support.

Examples of Duties: Coordinates and supervises the purchase, sale, and loan of Zoo animals by negotiating with zoos and dealers regarding animal transactions; arranging for necessary permits, medical records, insurance and shipment; preparing reports and transaction documents; and expediting bill payment and collection. Maintains animal inventory records, international studbooks and records on world captive populations. Advises on the international captive management of animals and on the availability and potential purchase of animals.

Determines food and environmental requirements for a portion of mammal collection; develops diets and feeding schedules; selects suitable enclosures for the collection, incorporating special environmental requirements; inspects zoo buildings, equipment, cages, enclosures, and grounds, and effects or recommends changes as necessary; and directs changes in diet or surroundings as necessary.

Identifies specimens necessary to enhance the collection and its breeding potential; advises the Animal Collection Curator on the health and welfare of the collection; and makes recommendations concerning the acquisition, sale and breeding of the collection.

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Supervises the animal keeping personnel responsible for the routine care of the collection; advises and works with the Zoo Veterinarians concerning the care of specimens and in developing various disease prevention programs; assists a Zoo Research Director in the development of research programs; conducts research in areas such as nutrition, breeding and health; participates in scientific projects; assists in preparation of the Division's budget; and interviews and makes recommendations to the Animal Collection Curator on the hiring of personnel.

Prepares technical and other articles for scientific and commercial magazines and various zoo publications; prepares reports on activities involving exhibited specimens; speaks before scientific, zoological, civic and private groups concerning aspects of animal life; may assist in public relations activities relating to exhibited specimens; and may occasionally be assigned other duties for training purposes or to meet technological changes or emergencies.

Qualifications: A thorough knowledge of zoology as required to provide technical and scientific information on the exhibition requirements of specimens, primarily mammals, including their identification, food, shelter, and care and to advise on their selection, collection, breeding requirements, various diseases and appropriate methods and techniques for disease prevention and control; of methods used in conditioning and controlling specimens for public exhibition; of principles, practices, methods, and techniques of administration, management, organization, and supervision; and of laws and regulations pertinent to the purchase, sale, loan, donation, shipment, and quarantine of exotic animals.

A good knowledge of current major developments in zoo management and research and of research techniques; of hazards of working with zoo animals; of safety principles and practices; of zoo accounting; and of world captive population and captive management. A working knowledge of the laws and regulations related to equal employment opportunity and affirmative action.

The ability to plan, direct, and review the work of subordinate personnel effectively; to effect solutions to problems in organization, personnel utilization, and the care and exhibition of the collection; to coordinate highly technical work relative to the acquisition, disposition, and record keeping of zoo animals; to prepare and present oral and written reports and recommendations concisely, completely, logically, and convincingly and to justify and defend them; to prepare technical and other articles for scientific and commercial magazines and various zoo publications; to speak before scientific, zoological, civic, and private groups concerning aspects of animal life and the Zoo in general; to deal tactfully and effectively with visiting dignitaries and guests, the media, the public, department management, City officials and employees; and to develop and participate in research programs pertaining to zoo specimens.

Graduation from a recognized four-year college or university with a major in zoology, biology, or a closely related field; and three years of professional zoo experience as an assistant curator, curator, assistant zoo director, or zoo director or three years as a Senior Animal Keeper with the City of Los Angeles are required. Additional full-time experience at the level of Senior Animal Keeper involved in the care, selection, or identification of exotic and wild animals may be substituted on a year for year basis for the required education.

License: A valid California driver's license is required.

Physical Requirements: Strength to perform average lifting of less than 5 pounds and occasionally over 15 pounds; good speaking and hearing ability; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.