

METRO  
Classification Description

<b>Title:</b>	Animal Keeper	<b>Bargaining Unit:</b>	LIUNA 483
<b>Job Code:</b>	0470/4470	<b>Established:</b>	
<b>Pay Grades:</b>	345/455	<b>Revised:</b>	11/2005; 9/2009; 3/2013
<b>FLSA Status:</b>	Non-exempt	<b>EEO Category:</b>	Technicians

**CLASSIFICATION DESCRIPTION**

Function as a member of a professional animal care team for a major area of the Zoo such as Africa, Elephants, Marine Life, or other areas, and may serve as a lead specialist for a designated project or species. Duties are area, species, and season specific and may include matters such as responsibility for upkeep of indoor and outdoor animal holding, lab, remote location, and exhibit areas; oversee and train volunteers, interns, and other staff; maintain records relating to health, diet and behavior; observe animal health and maintain interactions with veterinary staff; develop animal enrichment and training programs; and provide enhanced education, tours, and experiences.

Animal Keepers also collaborate, lead, and/or assist with breeding, conservation, and research projects; participate in the development and implementation of improved plans, protocols, and procedures; serve as first responder and perform emergency service functions; and may perform designated duties of Senior Keepers or supervisory personnel.

**DUTIES AND RESPONSIBILITIES**

*Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.*

1. Performs and coordinates day-to-day care and specialty duties such as required for Africa, Elephants, Marine Life or other areas; facilitates and enhances education and experiences for visitors and other persons; and assists in developing animal care plans, protocols and procedures.
2. Performs and coordinates lead specialty keeper functions for designated species and may be responsible for duties such as serving as the hub and pivot for specialty functions, representing the Oregon Zoo to and with wildlife coalitions and other professional associations, preparation and presentation of research papers, developing innovative protocols and procedures, or guiding conservation and recovery programs.
3. Functions as a member of an animal care team for a specialty area such as Africa, Elephants, or Marine Life. Participates in self- and team-directed functions. Works closely to coordinate with colleagues, supervisors, horticulturists, custodians, security, maintenance, and other Zoo staff.
4. Coordinates, oversees and performs upkeep, cleaning, and disinfecting functions for areas such as barns, cages, yards, pools, food trays and water troughs. Also maintains lab, office and other areas. Checks conditions of animal environments to assess security and safety for animals, employees, and visitors.
5. Coordinates, oversees and performs animal feeding duties such as preparing prescribed diets;

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setting out and offering food in a manner which is most likely to result in total consumption. Makes precise reports on food consumption.

6. Observes animals throughout assigned shift to identify normal and abnormal behavior, reproductive behavior, eating habits, health problems, injuries, adjustments to diet, and changes or response to medication. Assesses whether alternative practice should be implemented; consults with medical staff as warranted. Checks condition of cages, doors, and other features and identifies equipment needs and requests repairs or modifications.
7. Utilizes animal training and conditioning to facilitate participation and cooperation with daily keeper and medical procedures.
8. Administers medications as prescribed by Veterinarian; observes animals to determine the medications taken; informs Veterinarian of response to medication or other treatments. Performs routine blood draws. Follows veterinarian orders for skin, foot, and other care.
9. Performs general husbandry tasks which can include duties such as trimming nails, exercising animals, worming, assisting with breeding programs, or other daily routines.
10. Designs, develops, and implements daily and other enrichment programs. This includes brainstorming and researching, presentation and approvals, fabrication and formulations, and tests and observations to promote environmental and other stimulation.
11. Sets up and maintains a variety of records and keeps records on daily health, behavior and diet, food inventory and supply, breeding and mating activity, births, deaths, transfers, etc.
12. Coordinates and performs first responder and emergency service functions and also helps establish safety protocols to maintain animal health and security and public protection.
13. Operates and maintains tools and equipment to maintain a safe working environment, which, depending on functions, may include, for example, pepper spray, painted safety zones, safety gloves, goggles, respirators, ear plugs, face masks, video monitors, mirrors, lockouts/tagouts, signage, baffle boards, hot wire, CO2 canisters, fire extinguishers, ozone detectors, SCUBA systems and gear, first aid kits, foot baths, and other items.
14. Assists with the capture, restraint or segregation of animals for shipment, medical treatment, research or transfer to another area.
15. Assists other Zoo staff in the preparation of educational material by providing information about animal behavior, size, habitat, etc. Acts as a resource to the public providing information and provides tours through assigned area.
16. Participates in professional development and research functions, plans and conducts research, conservation, and other projects, attends animal keeper meetings, and confers with supervisor and administrative staff concerning findings, practices and facilities.
17. Compiles data for a variety of reports.
18. Assists the public, public officials and other employees in a professional and courteous manner.
19. Develops safe work habits and contributes to the safety of self and co-workers.
20. Contributes to a positive team atmosphere.
21. Has regular and punctual attendance.
22. Performs assigned duties during an emergency situation.
23. Other duties as assigned.

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### **JOB SPECIFICATIONS**

*(These are any combination of education and experience that has provided knowledge, skills and abilities to perform the duties of this position. Prior work experience and educational requirements listed are typical ways of obtaining the required qualifications. Other equivalent combinations of education, training and experience will be considered.)*

### **Job Preparation**

#### **Education and Work Experience**

- Bachelor's degree in biology, zoology, or related subjects relevant to the care of zoo animals with three years professional animal keeper related experience or any combination of education and experience that provides the necessary knowledge, skills, and abilities to perform the classification duties and responsibilities.

#### **Knowledge, Skills and Abilities**

- General, specialty, and advanced animal care practices and methods
- Animal behavior, health, reproduction, diagnostics, and well being
- Occupational and other safety required in the area of work assignment
- General and specialized materials, methods, tools and equipment
- Make thorough observations and document and report observations
- Operate a personal computer and associated software, radios, and cell phones
- React quickly to hazardous conditions
- Enhance Zoo visitor education, events and experiences, to provide information on animals, keeper functions and animal care, and to interact with the public
- Communicate effectively and to maintain effective working relations with colleagues, and supervisors
- Gain compliance and enforce Zoo rules and regulations and to maintain public and animal safety and control
- Learn prescribed routines quickly and work without close supervision
- Work independently and function as a team member or team leader
- Develop and maintain multiple priorities to ensure work is completed
- Understand, issue, or follow complex oral and written instructions
- Work with, and be comfortable, around exotic and sometimes dangerous animals
- Lead and/or perform emergency service and first responder functions
- Physically perform strenuous manual work indoors and outdoors under severe climate conditions in hazardous locations and in enclosed spaces and at heights and under other adverse conditions
- Perform essential duties which may include lifting up to 50 pounds
- Apply Federal, State, and local policies, procedures, laws and regulations for respective field
- Use discretion with confidential and sensitive matters

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- Provide excellent customer service by meeting the needs and interacting with employees, volunteers, vendors, the public, and others encountered during the course of work in a courteous and professional manner
- Establish and maintain cooperative working relationships with employees, volunteers, vendors, and others encountered during the course of work
- Work in a safe manner and follow Metro safety policies, practices, and procedures
- Perform the assigned duties of the position
- Develop knowledge, skills, and abilities and to obtain and maintain certifications and license

### Special Requirements

- Successfully pass the background check and screening requirements of the organization
- Licenses and Certifications depend on area and other requirements and may include, for example, in the Marine Animal area SCUBA certifications, as well as First Aid/CPR Certification, and such other certifications, training, and licenses as may be required

### Tools and Equipment Used

- All standard office equipment including but not limited to computer and printer, fax machine and copy machines; computer software including MS based word-processing and spreadsheets
- Tools and equipment related to the use of animal care

### Supervision

- Supervision is received from management and supervisory personnel and may receive lead direction from a Senior Animal Keeper
- May provide lead direction and serve as a resource to other Animal Keepers, volunteers, interns, and variable hour keepers

### Work Environment

*The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.*

- Duties may require prolonged strenuous efforts in hazardous locations, contaminated areas, enclosed spaces, at heights, under inclement weather, and in proximity to dangerous animals and other adverse conditions. May need to lift up to 50 pounds without assistance.

*The job classification description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*