

spcaLA Humane Officers are sworn law enforcement dedicated to investigating animal cruelty cases and prosecuting individuals or organizations who neglect or abuse animals anywhere within the state of California and to responding to rescue animals in disasters anywhere in the country. Humane Officers may work with local and federal law enforcement and other public and private agencies to reduce animal smuggling, bloodsports, and more.

**Primary Function:** To serve spcaLA’s Animal Cruelty Investigations Division as a Level I Humane Officer under the course and scope of Corporations Code § 14502.

### **Duties & Responsibilities:**

- Investigate animal cruelty and neglect cases.
- Investigate and enforce violations of applicable local and state animal laws professionally and expediently in a manner that is consistent with spcaLA policies.
- Document investigations in a concise and detailed manner as necessary for prosecution.
- Process criminal investigation cases as required for prosecution.
- Process daily caseload, including all related paperwork, in an orderly and timely manner.
- Maintain a professional and positive attitude at all times by always displaying a high level of cohesion while on-duty and representing the spcaLA.
- Actively support and promote the missions and goals of the spcaLA.
- Maintain the highest level of ethical standards in all affairs and be of good moral character.
- Proactively develop and maintain good working relationships with other animal welfare organizations, law enforcement agencies and the public.
- Maintain records as required to ensure that accurate and timely information is available.
- Maintain a high level of communication and work collaboratively with all personnel.
- Perform other essential duties as required to maintain and improve the functioning of the entire organization.
- Provide mutual-aid assistance to other organizations during disasters and animal rescues.

### **Job Related & Essential Qualifications:**

- Prerequisites:
  - Successful completion of a full Basic Police Academy (P.O.S.T. Certified).
  - Pass the National Testing Network Frontline law enforcement examination.
- Eligible to be sworn as a Level I Humane Officer per Corporations Code 14502.
- Satisfactorily complete a comprehensive background check (US Citizen, resident of California, no felony or job-related misdemeanor convictions) within P.O.S.T. guidelines and selection requirements for peace officers including statutory and regulatory requirements mandated by P.O.S.T.
- Requires the ability to safely operate a firearm in accordance with department policy and state laws.
- Obtain all necessary licenses and/or weapons permits.
- Must possess and maintain a Valid Class “C” California Driver’s License.
- Insurable to drive company vehicles and operate motor vehicles in a safe and lawful manner.
- Must pass a written exam & physical agility test.
- Must pass a medical and psychological examination as well as a drug-screening test.
- High School diploma or G.E.D. equivalent.
- Ability to successfully complete all training courses mandated by state law and spcaLA.
- Must be able to read and write at the levels necessary to perform the job of a peace officer (P.O.S.T. guidelines).

- Understand the elements of a crime and apply it appropriately to a criminal investigation.
- Enforce applicable state and federal law relating to animal welfare.
- Show maturity and good judgment; perform the job in a professional manner and work efficiently under pressure.
- Detect symptoms of illness and injury in animals.
- Must be willing to work irregular hours, shifts, weekends, holidays and standby.
- Originate and execute projects with little supervision.

**Knowledge of:**

- State and federal laws, ordinances and regulations relating to animal welfare.
- Laws of arrest, search and seizure, probable cause and evidence gathering.
- Police report writing.
- Courts and legal system.
- Basic domestic animal care and behavior.
- Safe and humane animal handling.
- Various breeds of dogs, cats and other animals.

**Physical demands:**

- While performing this job the employee is regularly required to use hands & fingers; handle or feel objects, tools or controls; reach with hands and arms; and talk and hear.
- Requires the ability to stand, walk, run, sit and kneel, crouch or crawl and climb different height levels.
- Perform work which involves frequent lifting, carrying and/or pushing of 75 lb. and occasionally lift, push and/or move up to 100 lb. or more. The employee will also be required to lift and carry equipment and disabled animals long distances (up to 1/4 mile) over varied and rugged terrain.
- Work with and restrain animals of all sizes.
- Handle animals in emergency situations to provide rescue of livestock and pet animals caught in disaster situations such as fires, floods and earthquakes.
- Use of force according to department policy and state law.

**Working Conditions:**

- Dealing with possible unruly, vicious and dangerous animals and impounding them safely and humanely
- Possible hostile and assaultive public
- Operations of a vehicle under all types of weather road conditions
- Possible exposure to parasites and infectious diseases
- Strenuous physical activity
- The noise level in performing this job varies depending on the task being performed.

**Salary Range: \$28.00-\$32.00/hour This is a full-time non-exempt position with benefits.**

**To apply:** Applicants must pass the National Testing Network Frontline law enforcement examination before applying. You must schedule yourself to take the law enforcement test administered by the National Testing Network (NTN) by visiting the NTN website. Go to [www.nationaltestingnetwork.com](http://www.nationaltestingnetwork.com), select Law Enforcement, and sign up for **spcaLA**.

**Employment Location:** spcaLA  
5026 W. Jefferson Blvd.  
Los Angeles, CA 90016