

ALASKA WILDLIFE CONSERVATION CENTER

JOB DESCRIPTION

Title: Seasonal Keeper
Category: Fulltime Year, seasonal
Reports To: Lead Keeper
FLSA Status: Non-Exempt

General Function

- Responsible for assisting the Lead Keeper and/or Animal Curator in tasks requiring specialized skills in connection with the care and maintenance of the animal collection, and exhibit facilities at the center.
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Major Activities (Typical Duties/Responsibilities)

- Works days and hours assigned by the Lead Keeper; changes based off season. Summertime will require weekends and night shifts until closing (8pm).
 - Provides water and food for animals and cleans exhibits in assigned area. Makes daily animal observations and reports any abnormal behavior/health concerns, exhibit security and/or safety concerns to the supervisor immediately. All observations are recorded daily on the KDR daily report form.
 - Diet preparation/distribution following prescribed diet and feeding procedures. Records diet consumption daily and notifies supervisor of feeding behavior changes.
 - Recommends improvements in animal care procedures and schedules, exhibit upkeep and employee/visitor safety
 - Carries out prescribed veterinary treatments as assigned by the contracted veterinary staff and Animal Care management. Assists in capture and crating/uncrating of animals.
 - Performs routine maintenance and upkeep of walkways, zoo grounds and facilities as assigned. Reports needed major repairs, and checks and maintains equipment used
 - Acts as liaison with the public by courteously answering questions and enforcing feeding rules for the animals. Presents educational programs and tours when assigned
 - Research and preparation of information regarding zoo specimens for discussion with the public and other professionals.
 - Reports all departmental personnel concerns directly and immediately to the Animal Curator, and/or the Lead Keeper.
 - Carries out the responsibilities of the position in a professional and appropriate manner
 - Other duties as assigned.
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Required Skills/Abilities

- Ability to work in a team environment to help achieve AWCC's goals and objectives.
- Strong communication skills, both written and oral.
- Must possess a positive and respectful attitude.
- Excellent customer services skills.
- Exceptional work ethic, attention to detail and time management skills.
- Abilities to lift 80#, bend, reach, stand, crawl, and work in a drastically changing weather environment
- Ability to compromise, listen, learn, understand, and follow instructions and directions.

- Skill in establishing and maintaining cooperative working relationships with other employees.
 - Ability to work directly with the public, providing information and assistance as needed.
 - Ability/willingness to learn and pass on to customers those areas of interest to visitors, such as local history, people, culture, geography, etc.
 - Must be able to work a flexible schedule as needed
 - Proven ability to effectively lead in a fast-paced environment
 - Efficient, organizational skills, time management and ability to multitask
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PREFERRED QUALIFICATIONS (education, experience, skills)

- A Bachelor of Science in animal sciences
- A minimum of 1 years of related experience.
- A positive attitude and strong work ethic.

EMPLOYEE PRINTED NAME: _____

SIGNATURE: _____ DATE: _____