



**GARDEN ROUTE SPCA**

**VACANCY: FIELD OFFICER**

**BRANCH: George**

**Responsibilities:**

- Perform functions in adherence to all relevant animal welfare Acts and NSPCA Rules and Regulations and Statement of Policy;
- Respond immediately / timeously to all animal rescues, emergencies and calls where animals' lives may be threatened or in danger / animals are sick or injured;
- Educate owners and communities on animal care, handling, immunisation and sterilisation, as well as prevention and reporting of cruelty to animals to the SPCA;
- Notify Inspectorate Controller / Manager of cruelty investigations that needs to be opened and warnings to be issued as a result of animal welfare checks conducted when collecting animals;
- Conduct follow-up inspections with Inspectors / on behalf of Inspectors to ensure warnings are adhered to and all animal welfare concerns are addressed and resolved before cruelty investigations are closed;
- Taking of ample photos of possible cruelty that needs to be reported or of improvements noted upon follow-up inspections;
- Collection of sick and injured animals and completion of prescribed documentation;
- Collect unwanted animals and completion of prescribed documentation;
- Collect animals for sterilisation and completion of prescribed documentation;
- Impoundment of stray animals as per Municipal obligations and completion of prescribed documentation;
- Assist the Inspectors in conducting pro-active inspections on all businesses with animals in order to promote animal welfare and prevent cruelty;
- Working after-hours to attend to calls received on the emergency phone for sick and injured animals and animals in distress.

**Requirements:**

- Registered as an Animal Welfare Assistant;
- Qualified Field Officer with at least 1 year experience in the field
- Valid Code 8 driver's licence;
- SAPS clearance certificate;
- Passion for promoting animal welfare;
- Good animal handling skills
- Adhering to the NSPCA rules and regulations concerning his/her own animals;

- Effective verbal communication skills in English and preferably in some local languages;
- Effective written English communication skills sufficient for clear and accurate report writing;
- Effective administrative and record keeping skills;
- Excellent interpersonal skills and the ability to deal with difficult persons and situations;
- Steadiness under pressure;
- Ability to prioritise effectively;
- Ability to take initiative;
- Physically healthy and fit;
- Willingness to work after hours and at irregular hours.

To apply, please email / hand in your CV to: [branchg@grspca.co.za](mailto:branchg@grspca.co.za)

Closing date for applications: **30 June 2025**