

WOODBRIDGE POLICE DEPARTMENT

4 Meetinghouse Lane
Woodbridge, CT 06525
Tel: (203) 387-2511 ♦ Fax: (203) 387-9929

ANIMAL CONTROL OFFICER (ACO)

Full Time Union Position (AFSCME)

Forty (40) hours per week – Must be able to work holidays, weekends and nights

Position involves considerable public contact

General responsibilities and duties include but are not limited to:

- Prepares necessary forms and reports required in the operation of the department
- Picks up and transports injured dogs and cats; assists veterinarian in treating them
- Administers medication prescribed by the veterinarian, and assists him or her when needed
- Picks up and arranges for cremation of dogs and cats killed with the Towns
- Patrols within the towns for State and local dog law violations
- Issues summons for infractions of dog law violations. May appear in court as arresting officer
- Conducts door to door licensing survey
- Picks up and impounds roaming dogs. Investigates complaints and quarantines dogs responsible for biting
- Evaluates animals at the shelter for possible veterinary care
- Investigates complaints of cruelty to animals as reported
- Works with the public in handling and adjusting complaints about dogs
- Handles redemption and adoption of dogs; collects and records money
- Removes trapped animals from waterways, automobiles and buildings, etc.
- Assist in kennel maintenance
- Performs related work as required

SPECIAL KNOWLEDGE, ABILITY, AND SKILL

Knowledge of the care and handling of animals; sufficient strength and physical ability to handle animals; ability to handle emergency situations; ability to meet the public with tact and courtesy; ability to prepare reports; knowledge of compliance with safety practices. Can lift 50 pounds.

MINIMUM QUALIFICATION REQUIREMENTS:

- Possession of Connecticut driver's license with a clean record
- Graduation from high school
- Ability to read, write, and comprehend State statutes
- Minimum of two years' experience working with dogs and cats
- Knowledge of compliance with safety practices; animal protection laws/chain of custody; conducting an investigation; identification of dog/cat breeds (for lost and found); dog and cat capture and restraint, first aid for animals; rabies; safety in capture and confrontation
- Animal control certification required and shall be maintained while employed

The Town of Woodbridge is an equal opportunity employer

**Please email cover letter and resume with 3 letters of recommendation by
3:00 pm February 17, 2026, to:**

**Tiffany Tweedie Administrative Assistant of Chief of Police
Via email
ttweedie@woodbridgect.gov**