

ANIMAL CONTROL OFFICER

A. SUMMARY

The Animal Control Officer is responsible for the enforcement of the laws of the Commonwealth of Massachusetts and the by-laws of the Town of Brookline pertaining to the licensing and control of dogs and other regulated animals. The Animal Control Officer investigates complaints involving dogs and other animals and patrols the Town as necessary to enforce animal laws and by-laws.

B. GENERAL DUTIES AND RESPONSIBILITIES

It is the duty and responsibility of the Animal Control Officer to:

1. Report to the Officer-in-Charge for assignment and instructions relative to any pending calls for service or follow up investigations.
2. Investigate calls for service or complaints as assigned and take action appropriate for the circumstances.
3. Patrol within the boundaries of the Town to ensure compliance or take enforcement action relative to animal control laws and regulations.
4. File necessary initial and follow up reports on all incidents and complaints investigated.
5. Enforce dog licensing laws within the Town of Brookline.
6. Issue warnings, citations, tickets, and summonses relative to violation of laws and by-laws controlling animals.
7. Trap or otherwise humanely capture loose, nuisance, rabid or vicious animals either upon investigation or complaint.
8. Prepare court complaints and appear/testify in court as may be necessary.
9. Prepare annual report of activities.
10. Perform other duties as assigned by the Chief of Police or the Commanding Officer of the Patrol Division.