



## **Commissary Assistant**

Are you looking for a job that is active and engaging, at a Zoo where you can really make a difference every day for rescued animals? Austin Zoo, tucked away in the Hill Country just outside Austin, is perfect for you!

In a city like no other, Austin Texas! Considered the "live music capital of the world," Austin is the home of ACL, Austin City Limits, a world acclaimed live music festival spanning two weekends every fall. Austin has scenic natural views and the hustle and bustle of big-city life. Do we need to say more?

Austin Zoo has been helping animals in need for over thirty years, and the need is great. We continue to assist animals in need, many coming to us from grim circumstances.

We are looking for individuals who are passionate about animals and caring for them. We approach our profession with passion, enthusiasm and a pursuit of excellence.

We are growing, come be a part of this dynamic team! Are you up for the challenge? If yes, then we've been waiting for you!

### **DUTIES AND RESPONSIBILITIES:**

- Preparing diets for all animals at the zoo.
- Keeping Commissary area up to USDA/ZAA standards.
- Unloading deliveries.
- Keeping track of commissary items and requesting orders in a timely manner.

- Reports facility needs to Curator/Director in a timely way.
- Adherence to area specific standard operating procedures (SOP's) including safety.
- Must be able to maintain discretion with confidential information.
- Other duties as assigned.

**MINIMUM QUALIFICATIONS:**

- Bachelor's Degree preferred.
- A valid driver's license with a good driving record.
- Ability to work a flexible schedule which will include weekends and/or evenings and holidays.
- Ability to respond to emergencies on an on-call basis.
- Knowledge of Word Processing and Spreadsheet software.
- Must have good written and oral communication skills.

**PHYSICAL AND MEDICAL REQUIREMENTS:**

- In good health and capable of performing strenuous and/or heavy physical labor.
- No history of allergy related to animals or plants, which might interfere with ability to work.
- Ability to remain on feet for long periods of time, climb stairs, bend and stoop.
- Ability to work in all weather conditions.
- No impairment of sight, smell, hearing, touch, balance and agility of movement which might interfere with ability to work.
- Physical strength, including the ability to lift up to 50 pounds and be able to move up to 100lbs.
- Immuno-competence (possible exposure to zoonotic infections/disease).
- Proof of negative TB screening prior to placement and annually thereafter required.
- Proof of rabies vaccination preferred.
- Proof of COVID-19 vaccination required.

Austin Zoo Benefits:

- \$15/hr. starting pay

- Health Care Stipend
- Uniform Stipend
- Paid Vacation and Sick Leave
- Paid ZAA Membership Yearly Dues
- 40% Discount at Austin Zoo Gift Shop
- Annual Family of 4 Austin Zoo Membership
- Free Animal (Capybara or Tortoise) Encounter Annually (subject to availability)