

JOB DESCRIPTION

JOB TITLE: Animal Keeper

DEPARTMENT: Zoo-Farm

RESPONSIBLE TO: Director, Operations Team (Park Manager and Assistant Operations Managers)

WAGE: TBA

JOB PURPOSE: To be part of the team that ensures the care and well being of the animals and to interpret aspects of the farm to the public, as directed by the Operations Team.

DUTIES:-

A HEALTH & WELFARE

1. To check the animals to ensure that they are happy and healthy.
2. To deal with any animal sickness or symptoms, administering any treatments as required.
3. To continue existing treatment programmes.

B ORGANISING & RECORD KEEPING

1. To record daily health checks, cleaning, animal births, deaths, vet appointments in the animal folders and any other details which need to be acted upon/referred to.
2. To help carry out an organised breeding programme, to ensure there are baby animals at such times as Easter, Whitsun & the summer holidays when the park is busy with visitors.
3. To ensure the movement and medicine records are kept up-to-date.
4. To monitor & assist in the ordering of foodstuffs, bedding and other consumable items.
5. To keep up-to-date on relevant new developments and legislation e.g The Zoo Licence.

C CLEANING

To maintain the whole of the farm in a presentable, clean state, including walkways, pens, cages, seats, fences and visitors' dog kennels.

D FEEDING

1. To ensure that all animals are fed with the correct food and water and in the correct quantities in accordance with their diet and circumstance.
2. To continue with the routine in place and adapt to any changes introduced.

E COMMUNICATION

1. To communicate any changes/special requirements to the operations team.
2. To report any stock illnesses and equipment damage/faults to the fellow keepers and operations team.
3. To answer enquiries from members of the public, including those customers who wish to purchase animals and give advice on care.
4. To report any First Aid requirements immediately to the First Aid Post.
5. To be able to give talks/demonstrations to the public such as creepy crawlies shows, feeding meerkats, coatis, porcupines and lambs.
6. To assist the operations team by recording and reporting any defects in enclosures or lighting to them daily.

F SAFETY

1. To operate the tractor in a safe manner.
2. To ensure that you and members of the public are conducting themselves in a safe manner whilst in the Zoo-Farm; acting in such a way so as not to cause any distress or injury to the animals, themselves or others.
3. To ensure parental/leader supervision of children during “meet the animal” sessions.

G MISCELLANEOUS

1. Light maintenance tasks/painting and deep cleaning when required over closed winter months.
2. To carry out other duties as required from time to time.

CONDITIONS:

The Zoo-Farm has a huge variety of farm and zoo animals (see enclosed list).

It is vital that the staff in the farm work together as a team. As the staff often work on different days, it is essential to keep each other informed of developments by means of written messages in the communication book.

Due to the nature of the Tourism Industry it is important that all staff have a flexible approach to their work and be prepared to work Bank Holidays and at least one weekend day. Holiday days are taken when enough holiday hours are accrued. The hours are accrued as you work from the day you start. These cannot be taken in the school holidays or bank holidays as these are our busiest times. Bank holidays are treated as normal working days, there is not an overtime rate of pay. There is a company pension scheme.

This is a flexible position but during the winter months there may be a possible reduction in days. The position is normally between 4 & 5 days per week, to include weekend day(s). Approximate hours: 8.00am-5.00/6.00pm, depending on workload and opening times. From time to time earlier or later start and finish times may be required. There is a half an hour unpaid lunch break. When the Leisure Park is open, there is the opportunity to purchase food for lunch with a 50% discount.

SKILLS:

1. To have a genuine interest and knowledge of a diverse range of animals.
2. A qualification in Animal Care/Management.
3. Excellent animal husbandry.
4. Initiative and common sense.
5. To be able to communicate information to members of the public, who may have different levels of abilities, i.e. disabled children and adults and people with learning difficulties.
6. The ability to work under pressure.
7. To be observant of the actions of those around you and to be alert to any problems/dangers.
8. To be physically fit and capable of safely carrying out manual farm work.
9. To have a full driving licence.
10. The ability to work as part of a team or unsupervised.
11. Self motivated.
12. Cheerful disposition.
13. Ability to carry out and follow instructions accurately and fully.
14. To contribute to the development of the Zoo farm.
15. To help adapt and change food diets as and when required.