



## Position: Daycare & Boarding Attendant

### Essential Duties

- Monitoring daycare and boarding playgroups
- Supervise playgroups according to procedures and directions received from Coordinator.
- Feeding and administering medicines according to client instructions if necessary
- Keeping to the daily itinerary schedule of rotations.
- Contributing to promote good behavior and healthy play.
- Assisting with pick up and drop off, including greeting clients, escorting dogs, and sharing daily verbal reports with clients if needed.
- Cleaning and sanitizing according to procedures of kennels, floors, walls, toys, bowls, and blankets/raised beds.

### Qualifications

- Understanding of dog behavior
  - Experience with dogs in groups.
  - Excellent ability to read dog body language.
  - Excellent customer service skills
  - Attention to detail and quality.
  - Ability to juggle multiple responsibilities.
  - Ability to take direction and work productively on one's own and as part of a team.
- Ability to follow instructions and complete my work within a manner time.