



Northern Peninsula Area Regional Council

Advertisement

ANIMAL MANAGEMENT OFFICER – REGULATORY SECTION

- **Location:** Umagico Office– Northern Peninsula Area, QLD
 - **Status:** Permanent Full Time or Permanent Part Time – 38 hours per week
 - **Remuneration:** \$58,986.67 - \$71,944.58 per annum (Band 1 Level 1–4, dependent on skills and qualifications) plus superannuation
 - **Application Closes:** Tuesday, 8 September 2026 at 11:59 PM
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About the Job Opportunity

Do you want to help keep our NPA communities safe, clean, and healthy? The Northern Peninsula Area Regional Council (NPARC) is looking for a hard-working person to join our team as an Animal Management Officer.

We really want to employ a local community member for this job. You will work on the ground across our region to look after our elders, families, and neighbourhoods.

What You Will Do Every Day (Your Duties)

You will work in a supportive team with other officers under the Regulatory Unit. Your main duties will be:

- **Patrolling Communities:** Drive and walk through communities to check on domestic animals, stray dogs, wandering horses, and cattle.
- **Handling Complaints:** Listen to community concerns, look into animal problems, and fill out simple report forms on time.
- **Community Education:** Talk with local families and teach people how to care for their pets safely and responsibly.
- **Controlling Hazards:** Help catch stray animals and manage risks from dogs, horses, cats, pigs, birds, cattle and snakes.
- **Workplace Safety:** Always follow safety rules, wear your safety gear (PPE), and attend team toolbox meetings to prevent injuries.

What You Need to Be Successful (Selection Criteria)

We are looking for a reliable, honest, and respectful team player. You should have:

- **Good Communication:** The ability to talk politely with community members, even when they are upset or angry.
- **Basic Office Skills:** The ability to read, write simple reports, and use a basic digital logbook.
- **Cultural Respect:** A strong understanding of local culture and how to work respectfully with different community groups.

Employment Opportunity – Animal Management Officer

- **Safety & Fitness:** You must be physically strong and fit. You will need to lift heavy tools, stand for a long time, and catch animals in the hot sun.

Licences and Qualifications You Must Have

- **Driver's Licence:** You **MUST** have a current Queensland Open C-Class Driver's Licence to drive the work vehicle.
- **First Aid:** A current First Aid and CPR Certificate (or you must be willing to do the training to get it straight away).
- **Schooling:** Sound basic reading, writing, and math skills.
- **Bonus Skills (Good to have but not mandatory):** A Certificate in Animal Management, training in safe animal capture, or an ACDC chemical handling certificate.

Why You Should Join NPARC

You will get a permanent job with stable, reliable weekly pay. Your work will directly protect our local environment, keep kids safe from stray animals, and help build a stronger community.

How to Apply:

You must send your application via email to hradvisor@nparc.qld.gov.au .

Please include these three items in your email:

1. A Cover Letter (a simple letter explaining why you want the job and your experience).
2. Your current Resume (a list of your past jobs and where you went to school).
3. Clear Photos or Scans of your Driver's Licence and training certificates.

If you have any questions or want to see the full job description paper, please visit www.nparc.qld.gov.au or call the HR team on (07) 4048 6600.

Checks Before You Start

Before you can start working, you must pass a physical health check (medical), a drug and alcohol test, and a police record check. Council will also call your past supervisors for references.

Dalassa Yorkston PSM
Chief Executive Officer