
Auburn University Job Description

Job Title: **Chief Canine Instructor**

Job Family: No Family

Job Code: **HA04**

Grade 36: \$59,700 - \$99,600

FLSA status: Exempt

Job Summary

Provides technical and supervisory support for the Auburn University Canine Detection Training Program.

Essential Functions

1. Assists in the development and implementation of classroom and field training curricula, methods, and techniques.
2. Recommends modifications to update or improve existing courses or course presentation.
3. Performs quality assurance inspections and provides evaluative reports of training activities.
4. Oversees narcotics training aids used by Canine Detection Training Center.
5. Evaluates prospective canines for participation in program.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

Auburn University Job Description

Minimum Required Education and Experience

| | <u>Minimum</u> | <u>Focus of Education/Experience</u> |
|--------------------------|----------------|---|
| Education | High School | High School Diploma or equivalent |
| Experience (yrs.) | 8 | Experience in the practices of canine instruction |

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of canine training techniques, care, handling, and State and Federal regulations related to the use of explosives and narcotics.

Certification or Licensure Requirements

None Required.

Physical Requirements/ADA

Frequent heavy or intense physical requirements, combined with exposure to a number of disagreeable elements, such as heat, cold, noise, dust, dirt, chemicals. Injury may require professional treatment or hospitalization. Constant precautions required.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 100 pounds.

Job occasionally requires sitting, climbing or balancing, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 3/29/2011
