

Employment Opportunity

The City of Pickering is committed to creating an equitable, diverse and inclusive workplace and strives to foster a sense of belonging, empowerment and respect among all employees and community members. We recognize and value that diverse perspectives, skills, backgrounds, and lived experiences contribute to the growth and strength of our organization and community. As such, we welcome and encourage applications from Indigenous Peoples and equity-deserving communities including women, persons with disabilities, racialized persons, persons who identify as 2SLGBTQI+, and other diverse communities.

Animal Shelter Summer Student **(April – September 2026 Term, \$24.18/hour)**

The incumbent will provide care for animals housed at the City's animal shelter. Duties will also include housekeeping and general cleaning, administrative tasks such as updating databases, animal licensing, keeping records of animal intake, claims, adoptions, etc.

Successful applicants will possess the following:

- Role is grant funded and is contingent on eligibility criteria. Applicants must be under 30 years of age. Preference will be given to a recent graduate or applicant that is currently enrolled in a full-time post-secondary or other educational program and returning in a full-time capacity in the following academic year.
- Must be willing to be immunized against rabies or if previously vaccinated, provide proof of acceptable immunity levels.
- Six months hands-on experience caring for various types of domestic animals. Previous shelter experience is preferred.
- Clerical, cashier or administrative experience an asset.
- Good communication (verbal & written), interpersonal, customer service, organizational, problem solving and conflict resolution skills.
- Ability to humanely handle animals.
- Demonstrable ability to work independently and achieve objectives under own initiative.
- Must be able and willing to work according to a shift system that may involve evening and weekend work, as well as some Statutory Holidays.
- Must be medically and physically fit to perform the duties of this position.
- Demonstrated proficiency in the use of personal computers and Windows based computer applications.
- Demonstrates a commitment and adherence to all aspects of occupational health and safety (legislation, the Corporation's policies and procedures) applicable to the position.

Qualified candidates may complete an [online application form](#) by on or before January 4, 2026.

We thank all applicants for their interest, however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and is used for the purpose of candidate selection.

The City of Pickering is committed to inclusive and barrier-free employment practices, and to creating a workplace that reflects and supports the diversity of the community we serve. In accordance with the *AODA Act*, accommodations will be provided throughout the recruitment process where required. Documents can be made available in alternate formats upon request.

An Equal Opportunity Employer   