



## VOLUNTEER JOB POSTING

**POSTING DATE:** 8/31/2018

**POSITION / DEPARTMENT:** Animal Care - Laundry/Dishes

**LOCATION:** SPCA Main Shelter

**COMMITMENT:** High, Same day and time each week

**END DATE:** Until filled

### JOB DESCRIPTION

Assist animal care staff in doing laundry and dishes.

### Principle Duties and Responsibilities

- Process animal food dishes and toys through dishwasher.
- Organize and put away clean dishes and toys.
- Process laundry through laundry machines.
- Fold and organize clean laundry.
- Commitment to mission, values, goals, and success of the SPCA Serving Erie County.

### Requirements

- Available shifts: Monday – Friday 8 a.m. – noon, Saturday and Sunday from noon – 4 p.m.
- Be able to reach, bend, lift, and pull 30 pounds.
- Enjoy organizing, folding, and cleaning.
- Outstanding customer service skills.
- Willingness to work with staff and volunteers.

### How to Apply

No phone calls, please. Please send an email to Animal Care Assistant, Judy, at [judyI@yourspca.org](mailto:judyI@yourspca.org). Thank you!