



Osceola County Animal Services
3910 Old Canoe Creek Rd
St Cloud FL 34769
407-742-8000
www.osceolacountypets.com

Team position title:

Donor acknowledgement

Department

administration

Experience level

intermediate

Brief description

To respond via a web form to donors and thank them for their gift(s) to the shelter.

Required prerequisites

- application and clearance complete
- application for position required (see below)
- nomination by team member
- permission of department team
- recommendation of staff
- shelter basics complete
- shelter basics module complete

Position description

access shelter website donor form

complete form with relevant information

send form to donor

Other attributes required

- at least 18 years of age
- not allergic to animals
- not allergic to cleaning products
- work with the public
- share ideas
- organization skills

Other position details

The successful candidate will be familiar with web forms and will be proficient at entering data and filing the donor paperwork.

Will work closely with the Director's secretary.

Separate application required

yes

Click below to complete application.

<https://www.osceolacountypets.com/team-position-application>