

## CHEETAH CONSERVATION FUND – NAMIBIA

### Job Title: International Cheetah Studbook Manager and Animal Care Assistant

posted: 30 June 2019      closing: 20 September 2019

Reports to: Head Cheetah Keeper, Curator and Director.

Job Overview: The applicant will work as part of the cheetah care team to care for Cheetah Conservation Fund's resident cheetahs, including feeding, health checks, training, enclosure maintenance, diet preparation, data entry and guest experiences. The applicant will also be responsible for compiling and publishing the International Cheetah Studbook – a document published yearly that monitors all the captive cheetahs held in facilities around the world including births, deaths and transfers to other facilities throughout the year.

#### Responsibilities and Duties:

- Hands-on management of CCF's resident cheetahs including feeding, health checks, training, enclosure maintenance, diet preparation and data entry.
- Daily care of CCF's horses including feeding, brushing and health checks.
- Guest experiences around the center including a cheetah run, daily feeding talk, behind the scenes' experiences, and center tours.
- Managing and training new volunteers or interns.
- Compiling data for and publishing the yearly International Cheetah Studbook which includes:
  - Liaising and communicating with registrars and coordinators in all facilities internationally that house cheetahs.
  - Researching and contacting any new facilities internationally that are housing cheetahs.
  - Sending out and compiling data collected through questionnaires twice yearly about births, deaths and transfers of animals that have happened throughout the year
  - Assigning studbook numbers to any new animals born throughout the year, and entering the data into the SPARKS (Single Population Animal Record Keeping System) database
  - Running taxon reports through ZIMS (Zoological Information Management System) and entering new animals into the database.
  - Running birth, death and transfer reports through SPARKS and ZIMS to compile the data into multiple tables and graphs that show the changes to the international cheetah population for a given year.
  - Writing a written report of the changes throughout the year, which is published and sent to regional coordinators internationally, allowing them to make decisions about where individuals animals should move, or which animals should be breeding in order to maintain the genetic diversity in the captive cheetah population.

#### Qualifications:

- Must have extensive knowledge of SPARKS database
- Must have extensive knowledge of ZIMS and Species360 databases
- Must have a bachelor's degree in animal related studies
- Must have minimum of three years experience in animal care
- Minimum one year experience working with cheetahs
- Extensive knowledge of cheetah husbandry and care and cheetah conservation
- Experience with horse care and husbandry
- Basic veterinary knowledge is preferable
- Experience in public speaking
- Experience in managing and teaching interns and volunteers
- Must be able to drive manual vehicle
- First aid training with humans and animals preferable

If you meet the qualifications and wish to apply, forward a .pdf of your CV and a letter explaining your interest to [jobs@ccfnamibia.org](mailto:jobs@ccfnamibia.org) . This position requires extreme computer literacy and fluency in English. Email application only: phone /fax/mail applications will be ignored.