

Dog Handler

Department: Customs and Immigration Service

Division: Justice and Home Affairs

Reports to: Senior Officer

JE Ref.: JHA103.1

Grade: CS 8

JE Date: 15.02.2024

Job Purpose

To assist Customs and Immigration Officers in maintaining effective controls to prevent and detect the illegal movement of prohibited and restrictive goods by supervising dogs that perform detection duties related to drugs, cash and other substances. The role reports to a Customs and Immigration Senior Officer.

Job Specific Outcomes

1. To undertake and successfully complete training in the handling of dual-purpose detector dogs. The post holder will independently organise and co-ordinate the provision of detector dog controls for the Customs and Immigration Service and external agencies as agreed and directed.
2. To provide technical expertise in the effective use of the detector dogs in all areas of work including searching of passengers, vehicles and vessels, premises and freight.
3. To work independently and take the initiative to ensure the dogs are utilised to their full potential and effectiveness. The post holder will be expected to plan deployment on a daily basis and make recommendations to the Senior Officer, based upon their technical expertise, where and when the dogs can be put to best use.
4. To independently take responsibility for continuation training, ongoing monitoring and performance of the dogs and take remedial action to address any performance issues by providing the appropriate training and opportunities to test the dogs.
5. To ensure that the dogs maintain the required search and detection techniques to ensure they meet the requirements of the yearly licencing accreditation.
6. To take responsibility for providing all basic care for dogs including accommodation, feeding, exercise, equipment, training, health and safety.
7. To direct Customs and Immigration Officers and initiate searches as a result of a dog's behavioural signals.
8. To be independently responsible for the use, deployment and security of the controlled drug samples used for detector-dog training. The value of the drug samples equates to approximately £425,000.

9. To ensure all work undertaken complies with relevant legislation, policies, procedures and best practice and complete timely and accurate verbal and written briefings, forms, reports and statements.
10. To assist with wider Customs and Immigration duties as directed.

Statutory Responsibilities

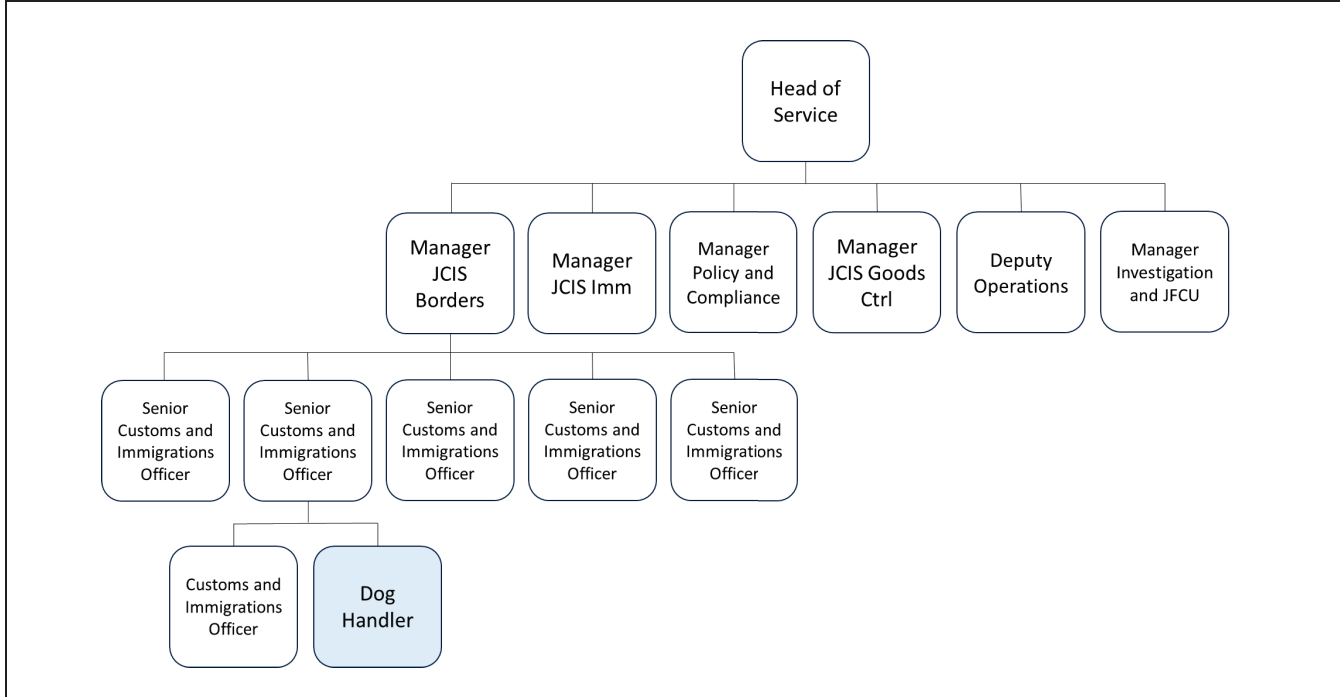
Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Organisational Structure

Government Departments



Organisation chart



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>This relates to the level of education and professional qualifications and / or specific occupational training required.</i></p>	5 GCSE's or equivalent / equivalent experience.	<p>Previous dog handling experience in a professional environment.</p> <p>Accredited qualification as a dog handler.</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	Solid and rounded working knowledge of canine behaviour and handling.	<p>Canine first aid.</p> <p>First Aid.</p> <p>Home Office control and restraint techniques.</p> <p>Knowledge and understanding of legislation, policies and procedures relevant to the Customs and Immigration Service.</p>
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Canine obedience, agility and behaviour.</p> <p>Ability to proficiently use Microsoft and bespoke software packages.</p> <p>Literate and numerate. Able to communicate and effectively deal with customers and the general public (including in an enforcement environment where violence may be present).</p> <p>Valid driving licence.</p>	Management of controlled training samples.
General Skills/Attributes	Excellent verbal and	

<p><i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>written communication skills.</p> <p>Computer literate.</p> <p>Self-motivated and committed to take responsibility for detector dogs in an out of working hours.</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Solid and rounded working knowledge of canine behaviour and handling</p>	

Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 6 core accountabilities attributes and behaviour indicators.

The standards relevant to this tier, identified in the States of Jersey core accountabilities attributes and behaviour indicators, are to be attached in a separate document.