



PART-TIME JOB BULLETIN

SPECIAL PROGRAM ASSISTANT II (2415)

SALARY \$23.92 per hour

(The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.)

SCHEDULE Various hours, two days per week, daily shift from 6:00 a.m. – 2:30 p.m.

LOCATION Los Angeles Zoo – 5333 Zoo Drive, Los Angeles, CA 90027

DUTIES / JOB DESCRIPTION

A Special Program Assistant II will perform tasks related to preparation and distribution of diet items for animals housed at the Los Angeles Zoo. The duties include, but are not limited to:

- Diet preparation for the animals including unusual items like frozen meats, whole prey items, bones, and other items as requested.
- Delivering diets to approved areas of the Zoo.
- Using various tools and power equipment relating to diet preparation such as bandsaw, meat grinder, and pallet jack.
- Tasks related to diet preparation such as boiling yams and eggs or chopping produce.
- Cleaning and disinfecting work space as directed.
- Cutting, collecting, and delivering browse (tree branches with fresh green leaves).
- Delivering bags of feed, supplies, and bales of hay to different areas of the Zoo using various vehicles such as pickup trucks, utility cart, electric cart, etc.

NOTE: This position does not include direct interaction, feeding, or care of animals

REQUIREMENTS

- Valid California driver's license
- Ability to work outdoors in various types of weather
- Ability to walk and work on uneven terrain and stand for extended periods of time and the work may also involve stooping, kneeling, lifting, pulling, and crouching
- Strength to lift and carry boxes, tools, equipment and other materials (up to 75 pounds; team lift up to 100 pounds)
- Strong attention to detail
- Previous diet preparation experience preferred
- Comfort with working with unusual ingredients like frozen meats, whole prey items, bones, and other items as requested

HOW TO APPLY

Interested candidates should email an updated resume or a completed City application to lazoo.personnel@lacity.org and the subject line must include “**SPA II - NUTRITION**.” Resumes and/or applications must be received by 4:00 p.m. on Tuesday, October 14, 2025, or until sufficient applications have been received.



The Los Angeles Zoo strives to have a workforce that is representative of the diverse communities of Los Angeles and we encourage people of all backgrounds, including applicants who identify as Black, Indigenous, people of color, people with varying abilities, women and of the LGBTQAI+ communities, to apply.