

# **JOB VACANCY**

## **ANIMAL WELFARE MANAGER**

### **CIKANANGA WILDLIFE CENTER**



Cikananga Wildlife Center (CWC - *Yayasan Cikananga Konservasi Terpadu*) is seeking a passionate Animal Welfare Manager to join our dedicated team in Sukabumi, West Java, Indonesia. CWC is a non-profit organization committed to the conservation of Indonesian wildlife and operates two main animal programs: the Cikananga Wildlife Rescue Center (PPSC) and the Cikananga Conservation Breeding Center (CCBC).

This position focuses on PPSC, which currently cares for around 250 animals from 57 species. PPSC primarily receives animals confiscated from the illegal wildlife trade by the Indonesian Forestry Department. Many arrive in poor condition and require medical care and rehabilitation. Animals are then assessed for rehabilitation, release, or transfer to other institutions. This is a challenging but highly rewarding role for a motivated individual who wants to make a meaningful contribution to animal welfare and conservation.

#### **MAIN DUTIES AND RESPONSIBILITIES**

The Animal Welfare Manager oversees and coordinates PPSC operations and works closely with Animal Keepers, Veterinarians, Senior Management and the Volunteer and Enrichment Coordinators. This is a Senior Management position reporting to the Directorate of Yayasan Cikananga Konservasi Terpadu (YCKT).

The role contributes to long-term planning and development of conservation programs, animal welfare standards, animal husbandry, facilities, animal exit strategies and staff development.

1. Supervise the Animal Keeper team and ensure animal care and welfare standards are developed, implemented and consistently followed.
2. Supervise care and intake procedures for newly arrived animals.
3. Conduct behavioural observations and welfare assessments to guide captive management.
4. Collaborate with the Veterinary team in all aspects of hand-rearing rescued juveniles and orphaned animals of various taxa when required.
5. Work closely with the Conservation Manager, Animal Keepers and Veterinary team on pre-release assessments prior to reintroduction to the wild.
6. Collaborate with external organizations to develop appropriate exit strategies for animals.
7. Design, organise and implement modifications to, and construction of, enclosures in collaboration with the Senior Management Team and Directorate.
8. Supervise and support the Volunteer Coordinator in managing Interns and Volunteers, with an emphasis on animal-related projects and ensuring animal welfare.
9. Supervise and support the Enrichment Coordinator in the implementation and daily management of the full-time enrichment program.
10. Ensure enrichment program is regularly evaluated and continuously improved.
11. Work with the Directorate and Founder of Wanicare Foundation to prepare budgets, proposals and manage allocated budget for PPSC.
12. Work closely with the Directorate and Senior Management team on strategy, challenges and opportunities related to the wider foundation (YCKT)
13. Support and train new employees as required.
14. Assist in the production of reports for relevant government departments, YCKT Core Partners and other supporters.
15. Maintain internal animal records and databases (ZIMS).
16. Assist the education team in organizing and implementing elements of the education and eco-tourism program, including on-site planning and supervision.

## KEY PERSONAL QUALITIES FOR SUCCESS IN THIS ROLE

We're seeking someone who brings:

- Strong problem-solving skills
- Clear and confident communication
- A collaborative mindset that is open to input from others perspectives
- Adaptable and not easily overwhelmed by dynamic situations
- Physically fit, energetic and able to work in a hot and humid climate
- Willingness to help where required on aspects that may fall outside of the job description
- Motivation to learn and grow

## REQUIREMENTS

- A degree in zoology, biology and conservation, animal behaviour or a related field; or equivalent proven work experience.
- Proven experience working with a variety of species in a zoo, rescue center or similar environment.
- A strong interest in animal welfare and conservation, guided by high ethical standards and responsible animal management.
- Excellent administrative and organizational skills.
- Knowledge of wildlife and habitat conservation, particularly relating to Southeast Asian conservation issues.
- Understanding of Indonesian regulations regarding wildlife rescue and conservation is advantageous.
- Good command of the English language (spoken and written); Indonesian language is an advantage.
- Flexibility and the ability to cope with a heavy workload, including weekend work and possible nightshifts, and to multitask in a demanding environment.
- Ability to live and work under simple conditions in a rural area. Previous experience living and/or working in low- and middle-income countries and/or tropical climates is an advantage.
- Strong teamwork skills and the ability to work in a multicultural environment.

## CONTRACT DETAILS

**Full time position** based at Cikananga Wildlife Center, West Java, Indonesia.

**Preferred start date:** as soon as possible.

## CONDITIONS

**Housing:** Shared house with private room provided. Located in Cikananga.

**Work schedule:** 07.00 – 11.30 and 13.00 – 16.00. Six days per week, with flexibility as required and on-call availability for emergencies.

**Probation period:** Three-month probation period. After the probation period, either party can choose to continue or terminate the employment without providing any specific reason.

**Salary:** From IDR 4.000.000 up to IDR 6.000.000. per month depending on experience (Salary is reduced by 20% during the probation period); Visa costs, and once-a-year a flight ticket will be covered.

## HOW TO APPLY

**Does this sound like your dream job?** If you are passionate about helping us conserve and rescue wildlife, please send your **CV and cover letter** to [admin@cikananga.org](mailto:admin@cikananga.org) and [jessie.vonk@cikananga.org](mailto:jessie.vonk@cikananga.org), please include "Animal Welfare Manager\_Your name" in the email subject line.

Suitable candidates will initially be contacted for an online interview. Only candidates selected for an interview will be contacted.

***Application Deadline: 11<sup>th</sup> April 2026***