



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## CONSERVATION OFFICER RECRUIT

Job Number: 20000609

Job Code: 20010V161016

Job Group: 2000 - FISH AND WILDLIFE ENFORCEMENT

Job Established: 06/16/1982

Job Revised: 10/16/2016

Grade: 12	Salary (MIN - MID):	<b>Special Entrance Rate:</b>
	\$14,938-\$19,789 - Hourly	<b>NONE</b>
	\$2,427.44-\$3,215.72 - 37.5 Hr. Monthly Salary	<b>NONE</b>
	\$2,589.26-\$3,430.10 - 40 Hr. Monthly Salary	<b>NONE</b>

### **PROBATIONARY PERIOD:**

This job has an initial and promotional probationary period of 12 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.pdf>.

### **CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Under direct supervision, receives instruction in the enforcement of state and federal wildlife and boating laws and regulations and in general law enforcement; and performs other duties as required.

### **MINIMUM REQUIREMENTS:**

#### **EDUCATION:**

An Associate degree or completion of 54 semester hours from a college or university.

#### **EXPERIENCE, TRAINING, OR SKILLS:**

None

#### **Substitute EDUCATION for EXPERIENCE:**

None

#### **Substitute EXPERIENCE for EDUCATION:**

Two years of experience in sworn law enforcement that includes making arrests for criminal activity and conducting criminal investigations OR two years of military service OR four years of experience working in wildlife resources, agriculture, natural resources or recreation will substitute for the required education.

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

Must be 21 years of age. Must possess a valid driver's license prior to appointment in this classification. <http://www.lrc.state.ky.us/KRS/015-00/382.PDF>. Employees in this job title are subject to the provisions of KRS Chapter 15 and 503 KAR 1:140 relating to peace officer certification as administered by the Kentucky Law Enforcement Council. Must maintain any required licensure(s),

certification(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Receives required agency directed training which consists of general law enforcement, firearms, emergency driving, boating, and fish and wildlife enforcement and management practices including closely supervised field training. Learns to patrol fields, forest lands, streams, lakes and rivers. Learns to interpret and enforce state and federal wildlife and boating laws and regulations administered by the agency and other criminal laws of the Commonwealth. Observes activities and learns how to prevent violations of law. Learns to issue citations to violators and assist senior officers in apprehending violators and making arrests. Learns to investigate complaints of violations of wildlife and boating laws. Learns to investigate and reconstruct boating accidents, conduct drowning investigations and perform rescue duties. Learns to collect and preserve evidence. Learns to assimilate, analyze and record data which aid in the identification, apprehension and prosecution of offenders and the recovery of property. Learns to prepare cases, present evidence and serve as a witness at hearings and trials. Learns to prepare material, conduct and participate in meetings for adult and youth organizations and civic clubs, schools, and other places for the purpose of educating people on fish and wildlife and boating laws in Kentucky. Learns to assist in other agency programs including fish and wildlife censuses, surveys and studies. Learns to investigate wildlife damage complaints, habitat maintenance and improvement, and assist with educational activities, as well as public relations and other informational activities. Learns to prepare and maintain records and report on daily, weekly and monthly activity reports. Learns to operate various types of law enforcement equipment that includes boats, motors, firearms, cameras, binoculars, two-way radios, vehicles and has responsibility for the basic maintenance and repair of such equipment.

**UNIQUE PHYSICAL REQUIREMENTS:**

Must have the ability to run, swim, bend, stoop, lift, push and pull heavy objects and individuals. Must be able to be trained in the use of weapons and defensive tactics and in the use of other law enforcement related equipment.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

Conditions are consistent with other law enforcement officers. Incumbents working in this job title spend the majority of time working outdoors in all types of weather conditions.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title maybe required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*