



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

CONSERVATION OFFICER SERGEANT

Job Number: 20000612

Job Code: 20040V230916

Job Group: 2000 - FISH AND WILDLIFE ENFORCEMENT

Job Established: 06/16/1982

Job Revised: 09/16/2023

Grade: 15	Salary (MIN - MID):	Special Entrance Rate:
	\$22,976-\$34,464 - Hourly	NONE
	\$3,733.60-\$5,600.40 - 37.5 Hr. Monthly Salary	NONE
	\$3,982.52-\$5,973.76 - 40 Hr. Monthly Salary	NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

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 minimal supervision, supervises and trains subordinate officers and participates in the enforcement of state and federal wildlife and boating laws and regulations and other criminal laws of the Commonwealth; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High School graduate.

EXPERIENCE, TRAINING, OR SKILLS:

Must have seven years of consecutive Kentucky Department of Fish and Wildlife Resources (KDFWR) law enforcement experience with at least two years of experience as a Conservation Officer II.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

NONE

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

Must be twenty-one years of age. Must possess a valid driver's license prior to employment in this job classification. Employees in this job classification 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. Will be required to carry and/or use a firearm; applicant must not be prohibited from the purchase, receipt or possession of firearms, ammunition, or both pursuant to applicable federal or state law while employed in this job classification; applicant must complete all required firearms safety training courses offered or

approved by the hiring agency. Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this job 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.*

Supervises Conservation Officers in the enforcement of state and federal wildlife and boating laws and regulations administered by the agency and other criminal laws of the Commonwealth. Performs boating accident reconstruction and investigations. Performs hunting accident reconstruction. Conducts specialized law enforcement pre-employment background investigations on potential candidates. Serve as field training officer which includes the training, evaluation of new officers, and recommends to division leadership completion of the initial probationary period. Is responsible for conducting training of law enforcement officers that includes planning and arranging specialized training. Procures, maintains, and distributes materials and equipment utilized by law enforcement officers. Serves as lead officer/investigator on enforcement activities in assigned region. Patrols fields, forests, streams, rivers and lakes interpreting and enforcing state and federal wildlife and boating laws and regulations administered by the agency and other criminal laws of the Commonwealth. Observes activities and conditions and acts to prevent violations. Investigates accusations and/or complaints of illegal activity and known offenses. Issues courtesy notices and citations to known offenses, collects, preserves evidence, and makes arrests. Conducts drowning investigations and perform rescue duties. Collect preserve evidence, record and analyze data, prepares, cases, present evidence and serve as a witness in hearings and trials. Promote positive public relations by provided on-going communications with landowners, adult and youth organizations and civic clubs, boaters, anglers, hunters and other customers by advising on wildlife conservation, property issues and trespassing, hunting, fishing and boating laws. Prepare and maintain reports to submit to senior officers. Operate various types of law enforcement equipment that includes boats, motors, firearms, cameras, binoculars, two- way radios, vehicles, ATV and has responsibility for the basic maintenance of repair of such equipment. Monitor the licensing of various fish and wildlife re-related activities such as pay lakes, captive wildlife permits, bait dealers, commercial guides and others.

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 employment, employees in this job classification may be required to drive a licensed vehicle. Applicants and employees in this job classification may be 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, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.