



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

FISH AND WILDLIFE MANAGEMENT FOREMAN

Job Number: 20001457

Job Code: 71440V161016

Job Group: 7100 - AGRICULTURAL AND WILDLIFE SCIENCE

Job Established: 06/16/1982

Job Revised: 10/16/2016

Grade: 14 Salary (MIN - MID):

\$18,075-\$23,944 - Hourly

\$2,937.20-\$3,890.90 - 37.5 Hr. Monthly Salary

\$3,133.00-\$4,150.30 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 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.*

Responsible for habitat, wildlife populations and activities on all except major Wildlife Management Areas, or oversees a large technical operation within a Fish Hatchery and the transportation of those fish. Plans, assigns and supervises the work of subordinates. Coordinates with all interests using area including sharecroppers, anglers, hunters, landowners, user publics, etc. Makes technical decisions involving planting of crops and ground covers, propagation and conditions of transportation of fish, wildlife habitat, wildlife populations, appropriate use of the area by publics; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree in a biological, natural, agricultural or aquacultural sciences.

EXPERIENCE, TRAINING, OR SKILLS:

Must have one year of experience in wildlife and/or fisheries conservation or related field.

Substitute EDUCATION for EXPERIENCE:

A master's degree in a biological, natural, agricultural or aquacultural science will substitute for the required experience.

Substitute EXPERIENCE for EDUCATION:

Experience in wildlife and/or fisheries conservation or related field will substitute for the required education on a year-for-year basis.

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

Must possess a valid driver's license prior to appointment in this classification. Must be (and remain) eligible to hold a

Commercial Driver's License when required by agency. 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.*

Supervises the work of subordinate personnel in the maintenance and use of the area. Runs a major program in a hatchery involving fish propagation or transportation. Supervises and monitors user activities including hunting, fishing, trap shooting, field trials, educational programs, etc. Coordinates activities with user groups. Plans and oversees all agricultural and habitat activities on area. Determines size of various wildlife and fishery populations and recommends the need to increase/decrease based on available habitat and other factors. Oversees all equipment and the operation of equipment by subordinates. Trains subordinates in the proper use of heavy and dangerous equipment. Prepares and maintains area operational budget. Prepares periodical reports for division, federal grantor, etc. Determines need for and purchases operational supplies. Works with other agency personnel including educators and law enforcement in the operation and interpretation of area. Performs employee evaluations and recommends disciplinary actions when warranted.

UNIQUE PHYSICAL REQUIREMENTS:

Individuals in the classification are subject to continuous physical activity. Must push, pull, bend, stoop, lift a minimum of 50 pounds and be able to protect self physically from trapped wildlife such as deer and elk.

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

Must be able to work outside in temperature extremes for long periods of time and traverse rough terrain. Must be able to swim.

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.