



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

CONSERVATION OFFICER MAJOR

Job Number: 20000615

Job Code: 20100V161016

Job Group: 2000 - FISH AND WILDLIFE ENFORCEMENT

Job Established: 11/16/2003

Job Revised: 10/16/2016

Grade: 18	Salary (MIN - MID):	Special Entrance Rate:
	\$26,462-\$35,056 - Hourly	NONE
	\$4,300.08-\$5,696.60 - 37.5 Hr. Monthly Salary	NONE
	\$4,586.76-\$6,076.38 - 40 Hr. Monthly Salary	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.htm>.

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.*

Oversees the operations of Law Enforcement Regions and supervises each Regional Captain. Provides administrative and technical support in the areas of fish and wildlife and/or boating law enforcement activities and performs the duties of the division director in their absence; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

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

EXPERIENCE:

Must have eight years of KDFWR law enforcement experience with at least one year of experience as a Conservation Officer Sergeant, Conservation Officer Lieutenant, or Conservation Officer Captain.

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 experience working in wildlife resources, agriculture, natural resources or recreation will substitute for the required education.

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

Must be twenty-one years of age. Must possess a valid driver's license prior to appointment in this classification. Must be a certified peace officer pursuant to KRS 15 and 503 KAR 1:140. <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.*

Oversees and coordinates the operations of a Law Enforcement Region(s). Directly supervises the Captain of each Region. Administer and assist in the preparation of the division budget. Draft policies and procedures as needed. Sees that equipment and other resources assigned to the regions are properly assigned and maintained. Coordinates the transfer of equipment and other resources between the regions and between Law Enforcement and other divisions. Serves as liaison between the agency and the courts, other personnel and the central office. Supervises statewide programs in boating education, public relations, special investigations, training, fish and wildlife and boating law enforcement, policy review and radio and telecommunication systems. Keeps abreast of problem areas and/or incidents within area of assignment and relays pertinent information to division director. Investigates complaints, allegations or any negative incidents reported by citizens. Performs law enforcement duties as directed by agency management. Prepares and maintains various types of reports. Provides expert knowledge in the prosecution and enforcement of all state and federal boating and fish and wildlife laws and regulations.

UNIQUE PHYSICAL REQUIREMENTS:

Must have the ability to run, swim, bend, stoop, lift, push and pull heavy objects and possibly 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. Occasional work required outdoors.

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.