

## STATE OF ARIZONA JOB CODE SPECIFICATION

<b>FLSA:</b>	<b>EXP</b>	<b>Job Code:</b>	<b>ACV36106</b>
<b>Job Class Code:</b>	<b>030</b>	<b>Salary Schedule:</b>	<b>ASRRWILD</b>
<b>EEO Category:</b>	<b>02</b>	<b>Grade:</b>	<b>19</b>
<b>Workers Comp Code:</b>	<b>7720</b>		
<b>Job Code Established:</b>	<b>12/14/1984</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>	<b>07/01/06</b>	<b>Effective Date:</b>	<b>07/01/06</b>

**JOB CODE SERIES:** Wildlife Resource Management and Development Series

**JOB CODE TITLE:** WILDLIFE SPECIALIST 2

**HRIS TITLE:** WILDLIFE SPCT 2

**CHARACTERISTICS OF THE JOB CODE:** Plans, organizes, analyzes, conducts and coordinates professional wildlife research, management or environmental studies in the field or laboratory to develop best practices in managing the state's wildlife and habitats. Develops and/or reviews recommendations and reports on wildlife surveys, habitat evaluations, special studies and/or environmental inventories and estimates. Leads subordinate staff, interns and volunteers to complete work projects. May oversee work, programs and/or projects related to area of expertise. At this level, employees work under general supervision, exercising discretion and independent judgment within agency guidelines. Employees provide consultation and technical advice within specialty area and are expected to make public presentations. Employees may oversee specific work programs and/or projects, including scheduling project personnel and equipment and organizing data collection field trips.

**EXAMPLES OF DUTIES:** Individual positions may be responsible for some or all of the listed duties and/or other related duties. Plans, organizes, conducts and coordinates complex and significant specialized wildlife research, disease and parasite investigations and/or environmental projects in the field or laboratory. Analyzes information collected and develops recommendations and reports of wildlife surveys, habitat evaluations, special studies, environmental inventories and estimates. Uses specialized methods and automated data processing techniques in compiling and analyzing collected data. Maintains data bases. Formulates and presents wildlife research findings and recommendations. Develops and recommends policies and procedures. Prepares wildlife and habitat management plans individually or as part of a team. Plans manpower and equipment needs. Develops budget request. Maintains job-related tools, equipment and supplies. Oversees, assists and trains subordinate personnel and others. Informs and advises agency management within scope of activity. Operates, maintains and repairs a variety of specialized equipment common to wildlife work. Prepares material for publication in technical journals and magazines, for the media or for presentation to scientific conferences, department personnel, other agencies, the general public and/or the media. Reviews popular and technical publications to maintain proficiency in specialty fields. Prepares periodic detailed study plans and research progress and other reports. Participates in outreach activities. May conduct low level aerial wildlife surveys.

**WORK CONDITIONS:** Work irregular hours, including weekends, holidays, and/or at night. Work indoors and outdoors. Percentage of time spent indoors and outdoors depends on assignment and/or seasons. Indoor work generally performed in an office and/or laboratory and may require long periods of concentration on details. Outdoor work may be in any part of the state with its geographic and weather extremes. Generally outdoor work includes hiking, backpacking, and using various transportation modes (e.g., boat, plane, ATV, horse, mule, on foot). Outdoor work can involve exposure to animal and wilderness dangers. May require other activities such as camping out for extended periods, climbing

trees or dams and/or entering mines. May require lifting and carrying 50 pounds or more, sometimes for extended periods.

**KNOWLEDGE, SKILLS AND ABILITIES (KSAs):**

**Knowledge of:** Wildlife science and wildlife management. Job-related federal, state and agency rules, regulations, policies and procedures. Scientific data collection procedures and report writing techniques

**Skill in / Ability to:** Apply wildlife science as appropriate to assignment, e.g., habitat evaluations, field investigation, species identification, species habitat requirements, ecological support systems, etc. Apply job-related federal, state and agency rules, regulations, policies and procedures. Apply best practices and to perform various wildlife-related duties, e.g., wildlife surveys and tagging wildlife. Apply scientific data collection procedures and report writing techniques. Develop working relationships with the public and various governmental and special interest groups. Provide work leadership. Provide appropriate customer service within and outside the agency to a variety of individuals and private and public groups. Communicate orally and in writing. Work irregular hours, including on weekends and holidays and at night. Learn and use agency radio system, GIS, GPS locator, computers, cameras and specialized equipment common to wildlife work. Learn and apply basic survival and first response (medical assistance) skills. Work outdoors in extreme weather and/or isolated conditions. Use various modes of transportation, such as horses, mules, boats, four-wheel drive, ATVs.

KSAs are typically obtained through experience and/or education in:

- Wildlife science or related field.

Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

**Special Selection Factors:** Bachelor's degree in a wildlife science or related field as defined by Arizona Game & Fish. Possession of and ability to maintain valid Arizona driver's license appropriate to assignment. Must pass post-offer medical/physical examination. Specialty area will be announced during the recruitment process.