

State of Alabama
Personnel Department
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Announcement of Continuous Merit System Examination

CONSERVATION ENFORCEMENT OFFICER – 70801
General Option – 003
\$34,387.20 – \$57,504.00

CONSERVATION ENFORCEMENT OFFICER (70801) GENERAL OPTION (003)

SALARY: \$34,387.20 – \$57,504.00

Department: Conservation and Natural Resources
Location: Statewide

TYPE OF EXAMINATION

An **open-competitive** register will be established. A written examination will be administered to all applicants who meet the qualifications needed to apply. This written test will measure knowledge of English language, knowledge of basic math, ability to read and comprehend, and ability to read maps and charts. This test will comprise 100% of the final grade.

QUALIFICATIONS NEEDED TO APPLY

You must have **all** of the following to qualify:

- High school diploma or GED certificate.
- Six (6) months of experience participating in any area related to Conservation programs and their laws and regulations, to include activities involving game, fish, seafood, water safety, and parks.
- U.S. Citizenship.

SPECIAL REQUIREMENTS

- Applicants must be age 21 or older at time of application.
- Applicants must possess a valid driver's license issued by the Alabama Department of Public Safety at time of appointment.
- Applicants must meet the standards of the Alabama Peace Officers Standards and Training Commission during their probationary period.

Note: All applicants must complete the questionnaire on the back of the announcement and submit it with their application.

KIND OF WORK

After completing required training, Conservation Enforcement Officers are responsible for the enforcement of conservation laws pertaining to game and fish, seafood, water safety, and parks. Work is performed outdoors under varied climatic conditions, is usually performed alone, and includes interpreting laws and regulations for the public, investigating conservation conditions, and apprehending violators which requires knowledge of laws and procedures as well as judgment and tact in public contacts. Instructions are given as necessary by a superior officer who makes inspections of field work, assists in more complex enforcement problems, and reviews reports of activities.

HOW TO APPLY

Use an Application for Examination form to apply. You can get the form at this office or at any Alabama Career Center Office. It can also be downloaded from our web site. You must send your application to the State Personnel Department. Photocopied and facsimile applications are accepted. Our fax number is 334-242-1110. Applications will be accepted **until further notice**.

Individuals currently on the register MUST reapply to remain eligible for employment.

THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years. If you know of anyone who has violated this policy, you should contact the Examination Manager at the State Personnel Department.

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SUPPLEMENTAL QUESTIONNAIRE

Applicants for Conservation Enforcement Officer must complete this questionnaire in order for their application to be evaluated. This questionnaire is designed to determine if applicants possess the required minimum qualifications as indicated on the front of this announcement. If applicants meet the qualifications and take the written, multiple choice exam, applicants' responses on this questionnaire will not be a part of their final score. Failure to complete this questionnaire will result in applications being returned.

Listed below are knowledge, skill, and ability statements relating to experience in the field of Conservation programs. Read each statement and indicate whether you have the knowledge, skill, or ability statement by checking the appropriate answer.

1. Do you have knowledge of firearms to include various types of guns, their legality, operation, safety, and cleaning techniques?
yes _____ no _____
2. Do you possess skill in the use of firearms?
yes _____ no _____
3. Do you have knowledge of wildlife to include deer, birds, fish, shrimp, oysters, ducks, and other game animals?
yes _____ no _____
4. Do you have knowledge of hunting and fishing equipment?
yes _____ no _____
5. Do you have the ability to memorize geographical areas and routes such as waterways, property lines, and roadways?
yes _____ no _____
6. Do you have the ability to operate a motor vehicle such as a truck or SUV?
yes _____ no _____
7. Do you have the ability to operate a motor vehicle in towing and transporting a boat?
yes _____ no _____
8. Do you have the ability to operate a boat?
yes _____ no _____
9. Do you have six (6) months or more experience pertaining to the statements above that you checked as "yes"?
yes _____ no _____

Print Name: _____ Signature: _____ Date: _____