



Fish and Wildlife Technician

Multi-Departmental Open Statewide for CDFW and DWR

FINAL FILING DATE – CONTINUOUS

CUT-OFF DATES: JANUARY 19 and JULY 19

INTRODUCTION

Why not work to benefit California's environment? Want to work with dedicated people who value and enjoy their work?

Our employees are committed to managing and protecting California's diverse wildlife and the habitats upon which they depend. Join us and begin a meaningful new career.

For more information on the State examination and hiring process, visit the California Department of Fish and Wildlife website at <https://www.wildlife.ca.gov/employment> or the Department of Water Resources at <https://water.ca.gov/About/Careers>.

EEO

An equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

DRUG FREE STATEMENT

It is an objective of the State of California to achieve a drug-free state work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.

WHO SHOULD APPLY?

Candidates who meet the minimum qualifications as stated below may apply for this examination once in a 12-month period.

FILING INSTRUCTIONS

Cut-off Dates: January 19 and July 19

The State Examination Application (Form STD 678) may be filed in person or by mail at:

DROP OFF:

Department of Fish and Wildlife
Attention: Exam Unit
1416 Ninth Street, Room 1217-B
Sacramento, CA 95814

MAIL TO:

Department of Fish and Wildlife
Attention: HR – Exam Unit
P.O. Box 944209
Sacramento, CA 94244

Applications must be POSTMARKED no later than the Cut-off Date for the current administration. Applications postmarked, personally delivered, or received via inter-office mail after the Cut-off Date for the current administration will be held until the next administration.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the application. The exam unit will contact you to make specific arrangements.

SALARY INFORMATION

Range A: \$3,143 – 3,744

This range will apply to those individuals who do not meet the criteria for Range B.

Range B: \$3,262 – 4,083

Shall apply to persons who have satisfactorily completed the equivalent of two years experience as a Fish and Wildlife Technician, Range A; OR

This range may apply to persons who have the equivalent of two years of satisfactory experience outside State service performing duties comparable to those of a Fish and Wildlife Technician, Range A, or two years experience in fish hatchery work. (Sixty semester units of college with courses in biological sciences, fisheries management, or a related field may be substituted for one year of experience.)

POSITION STATEMENT

This is a recruiting and developmental class in which employees, under supervision, perform a variety of tasks in fish and wildlife conservation at fixed or temporary installations in natural habitat and fish hatcheries; work in a major phase of the operations of a fish hatchery; or act as a lead of a small crew engaged in fish and wildlife habitat improvement work, fish planting, counting, or egg collection activities; and do other related work. Positions exist statewide.

ELIGIBLE LIST INFORMATION

Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. This examination will be administered on a continuous basis. Competitors will have the option of retesting after a 12-month testing period. Competitors choosing to retest and who are successful in the examination will be merged into the list in order of final score regardless of date. The highest score takes precedence regardless of examination date.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applicants must meet the minimum qualifications by the Cut-Off Date listed in this announcement.

MINIMUM QUALIFICATIONS

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as Either "I", "II", or "III", etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

You must possess a valid driver license of the appropriate class (Class C) issued by the Department of Motor Vehicles. (Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.)

AND

EITHER I: Six months of experience in the natural resources field such as parks, forestry, or fish and wildlife.

Note: Experience can include work at the private, city, county, and State level. Experience shall include but not be limited to: working with fish and/or wildlife at a hatchery, habitat or wildlife area; maintenance of forests parks, wildlife areas, hatcheries, etc.

Completion of one year of college with at least six semester units in the biological sciences may be substituted for the required experience. Applicants must submit transcripts with their application if substituting college for the required experience. (Unofficial transcripts from an educational institution are acceptable.)

Note: Acceptable classes include but are not limited to: Biology, Botany, Zoology, Ecology, Microbiology, Animal Biology, etc.

OR II: One year of experience in the mechanical or construction trades.

Note: This experience can include automotive, masonry, building structures, and landscaping. It must include the operation of automotive and/or construction equipment; woodworking and power tools; trucks, backhoes and/or small boats, etc.

Applications and any attached resumes require employment history information including "to" and "from" dates (month/day/year), time base, and if applicable, civil service class titles. Applications and any attached resumes received without this information **MAY BE REJECTED BECAUSE OF INCOMPLETE INFORMATION.**

EXAMINATION INFORMATION

Training and Experience Questionnaire - Weighted 100%

This examination consists of a Training and Experience Questionnaire and is the sole component of the examination. To obtain a position on the eligible list, you must attain a minimum rating of **70%. COMPETITORS WHO DO NOT COMPLETE THE TRAINING AND EXPERIENCE QUESTIONNAIRE WILL BE DISQUALIFIED.**

Note: The Training and Experience Questionnaire will be mailed to those candidates who meet the minimum qualifications approximately three to four weeks after the Cut-off Date for the current administration.

KNOWLEDGE AND ABILITIES

Knowledge of:

1. General power tools, welding, carpentry, plumbing, concrete work, and painting.
2. Mathematics (e.g., algebra, basic geometry, cubic/linear feet etc.) for figuring size of tubing, modifications, and their applications to determine material requirements, interpret feed charts, load planting trucks, or as required.
3. Basic First Aid and CPR to use in case of on-the-job injury.

4. Equipment (e.g., forklifts, trucks, dozers, backhoes, egg pickers, fish crowders, etc.) and its operation and maintenance used in the propagation and management of fish and wildlife.
5. Methods, materials, and equipment used in fish hatchery and wildlife management activities in California.
6. Sampling methods and techniques used in hatcheries, fisheries, and wildlife management to ensure proper collection of samples, appropriate sample size, and number of specimens.

Ability to:

1. Follow oral and written instructions.
2. Communicate effectively with coworkers and the public.
3. Perform math (e.g., addition, subtraction, algebra, basic geometry, etc.) to interpret feed charts, load planting trucks, conduct spawning, determine correct size of materials for fabrication and/or modification of equipment.
4. Establish and maintain cooperative relations with those contacted in the workplace.
5. Work independently while carrying out assignments.
6. Convey information clearly to other staff when giving direction.
7. Analyze situations and take effective action.
8. Use various tools (manual and power) to perform maintenance and construction duties.
9. Perform a variety of skilled/semi-skilled mechanical and construction activities used in the management of fish and wildlife.
10. Direct the work of seasonal staff and volunteers.
11. Maintain facilities and/or equipment used in the management and/or propagation of fish and wildlife (e.g., fish screens, ladders, traps, egg pickers, trucks, tractors raceways, buildings, ponds, etc.).
12. Use basic computer applications (e.g., excel, data entry, hatchery operation software, email, power point, word, etc.) to enter data, draft correspondence and compile reports.

BENEFITS

To learn more about the comprehensive benefit package please visit our website at <https://www.calpers.ca.gov> .

VETERANS PREFERENCE

Veterans' Preference will be granted for this examination. Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, widow or widower of a veteran, or spouse of a 100 percent-disabled veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligibility list. This section shall not apply to any veteran who has been dishonorably discharged or released.

DISTINGUISHING CHARACTERISTICS

SPECIAL PERSONAL CHARACTERISTICS: Aptitude for fish and wildlife conservation work, construction, repair, and maintenance work; willingness to live and work throughout the State, and work unusual hours and on Saturdays, Sundays, and holidays; willingness to do heavy manual labor, work in adverse weather conditions, and to wear a prescribed uniform; keenness of observation; tact; and reliability.

SPECIAL PHYSICAL CHARACTERISTICS: Ability to swim at least 50 yards and to stay afloat at least five minutes; good physical condition; and ability to lift 40 pounds.

ADDITIONAL DESIRABLE QUALIFICATIONS

Education equivalent to completion of the 12th grade.

CONTACT INFORMATION

If you have any questions concerning the Fish and Wildlife Technician examination or the testing process, you may contact Christine Park, Exam Analyst with the California Department of Fish and Wildlife, Human Resources Branch at (916) 653-8120 or visit the California Department of Fish and Wildlife website at www.wildlife.ca.gov.

For an application without a written feature, it is the candidate's responsibility to contact the California Department of Fish and Wildlife three weeks after the Cut-off date if he/she has not received his/her notice.

Applications are available at www.jobs.ca.gov/pdf/std678.pdf, California Department of Human Resources (CalHR) offices, local offices of the Employment Development Department and the testing department on this job bulletin.

Candidates needing special testing arrangements due to a disability must mark the appropriate box on the application and/or contact the testing department.

General Qualifications:

Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists:

Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

If High School Equivalence is Required:

Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Veterans' Preference:

Will be awarded in this examination, pursuant to Government Code Section 18973.1, effective January 1, 2014, as follows: 1) any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for veterans' preference; 2) an entrance examination is defined, under the law, as any open competitive examination; 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

How to Apply for Veterans' Preference:

The California Department of Human Resources (CalHR) has information on how to apply for Veterans' Preference on their website at <https://jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx> and on the Application for Veterans' Preference form (CalHR 1093). Additional information is also available at the Department of Veterans Affairs website at <https://www.calvet.ca.gov/HR>.

Miscellaneous Information:

The Department of Fish and Wildlife reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

TTY is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device.

California Relay (Telephone) Service for the Deaf or Hearing-Impaired

From TDD phones: 1-800-735-2929

From voice phones: 1-800-735-2922