



**Senior Warden-Pilot
(Departmental Promotional)
FINAL FILING DATE – September 23, 2019**

INTRODUCTION

California Department of Fish and Wildlife employees are committed to managing and protecting California's diverse wildlife and the habitats upon which they depend.

EEO

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and 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?

1. Applicants must have a permanent civil service appointment with the California Department of Fish and Wildlife as of the final filing date, in order to participate in this examination; or
2. Must be a current or former employee of the Legislature for two or more years as defined in Government Code 18990; or
3. Must be a current or former non-elected exempt employee of the Executive Branch for two or more consecutive years as defined in Government Code 18992; or
4. Must be a person retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in Government Code 18991.

FILING INSTRUCTIONS

Final File Date: September 23, 2019

Applications may be filed in person or by mail at:

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

Applications must be POSTMARKED no later than the final filing date. Applications postmarked, personally delivered or received via inter-office mail after the final filing date will not be accepted for any reason.

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

\$6,777 - \$8,827

POSITION STATEMENT

The Senior Warden-Pilot under general direction, to direct and train the personnel of the warden-pilot service of the Department of Fish and Wildlife; to pilot an airplane and to assist in the enforcement of State laws for the conservation of wildlife and the protection of fish, wildlife; and to do other related work.

ELIGIBLE LIST INFORMATION

A departmental eligible list will be established for the California Department of Fish and Wildlife. Eligibility expires 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applicants must meet the minimum qualifications by the final filing date: September 23, 2019.

MINIMUM QUALIFICATIONS

Possession of a valid Commercial Pilot's Certificate with single and multiengine land airplane and instrument ratings issued by the Federal Aviation Agency. **And**

Possession of a valid Aircraft and Engine Mechanic's Certificate issued by the Federal Aviation Agency. **And**

Two years of experience performing the duties of a Warden-Pilot, Department of Fish and Game, in the California state service.

EXAMINATION INFORMATION

Qualifications Appraisal Process - Weighted 100.00%.

This examination consists of an oral interview process. To obtain a position on the eligible list, you must attain a minimum rating of 70.00% in the interview process. **COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

It is anticipated that the interviews will be held during October/November 2019.

Oral interviews will be scheduled in Sacramento only.

This examination may contain additional components (i.e., written exercise, in-basket assignment, math calculation exercise, presentation, etc.) that will be scored in addition to the structured interview questions.

PLEASE NOTE: If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education (E&E) compared to a standard developed from the class specification. **For this reason, it is especially important that each candidate take special care in accurately and completely filling out their application. List all experience relevant to the "minimum qualifications for admittance" shown on this announcement.** Supplementary information will be accepted, but read the "Minimum Qualifications for Admittance" and "Scope of the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

KNOWLEDGE AND ABILITIES

Knowledge of and Skill in:

1. Flying multiple fixed wing airplanes
2. Knowledge of drone aviation
3. Knowledge of helicopter performance and platforms
4. Making repairs to airplanes and engines

Knowledge of:

1. Regulations of the Federal Aviation Agency and other regulations governing civil airplane movements, terrain, weather and flying conditions in California, purposes and activities of the Department of Fish and Wildlife.
2. Principles of effective supervision
3. A manager's/supervisor's responsibility for promoting equal opportunity in hiring and employee development and promotion, and for maintaining a work environment that is free of discrimination and harassment including the Bilingual Service Program, Limited Exam and Appointment Program (LEAP), Reasonable Accommodation, and discrimination complaint process.

Ability to:

1. Direct and train others
2. Take aerial photographs and make aerial and biological surveys
3. Interpret and apply the provisions of the Fish and Game Code and California Code of Regulations, Title 14.
4. Cooperate and effectively work with Wildlife Officers and other mutual aid agencies.

5. Analyze situations accurately and adopt an effective course of action
6. Write clear and concise reports and correspondence
7. Effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment including the Bilingual Service Program, Limited Exam and Appointment Program (LEAP), Reasonable Accommodation, and discrimination complaint process.

VETERAN'S PREFERENCE

Veterans' Preference credit is not granted in promotional examinations.

SPECIAL PERSONAL CHARACTERISTICS

Keeness of observation, high degree of mental alertness, good physical condition. (Eligibles shall be deemed to meet the physical requirements for this class if they hold a current 2d class physical certificate issued by a Federal Aviation Agency-authorized medical examiner.)

CONTACT INFORMATION

If you have any questions concerning the Senior Warden-Pilot Examination or the testing process, you may contact Maria Luna, Exam Manager 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.

GENERAL INFORMATION

For Examinations Without a Written Feature:

If you haven't received your examination or progress notice four weeks after the final filing date, it is your responsibility to contact the California Department of Fish and Wildlife, Human Resources Branch at (916) 653-8120.

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.

Remember, Examinations are Competitive:

If you possess the entrance requirements stated on this bulletin, you may take this competitive examination; however, you aren't assured a place on the eligibility list. Your performance in the examination is compared to established rating criteria. All candidates who pass are ranked according to their scores.

Promotional Examinations Only:

Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices.

Additional List Information:

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.

Miscellaneous Information:

The California 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