Fish and Game Captain
(Departmental Promotional)
FINAL FILING DATE – CONTINUOUS
Cut-Off Date: June 30

INTRODUCTION

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

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?

1. Applicants must have a permanent civil service appointment with the 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 form 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

Cut-Off Date: **June 30**

Applications may be filed in person or by mail at:

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

$5716 - $7793

POSITION STATEMENT

Under general direction, incumbents supervise and direct the work of Fish and Game Lieutenants, Fish and Game Wardens, or other personnel; are responsible for an operating budget to plan and conduct enforcement efforts in a geographic area of the State; make recommendations concerning the arrest and prosecution of violators; plan and conduct effective patrols on land and/or utilizing fish and game vessels; supervise and manage equipment use; conduct internal affairs investigations; evaluate, negotiate, and enforce streambed alteration agreements and water pollution violations; act as Incident Commander in major oil and hazardous material spills; evaluate performance and take appropriate action; represent the Department before groups; compose difficult correspondence and reports for the Assistant Chief, Division Chief and Director. In a specialist assignment, incumbents are responsible for directing and managing statewide programs or programs of high intensity. Incumbents perform staff functions such as recommending changes in laws, regulations, and procedures; assist in proposing changes to departmental policy; prepare documents related to Fish and Game Code regulations and California Code of Regulations; evaluate potential impacts of proposed law enforcement changes and make recommendations; assist in budget preparation; prepare administrative reports; complete appropriate legal documents and reports; conduct and coordinate internal affairs investigations; respond to complex law enforcement-related questions and complaints; plan, develop, and coordinate FTO, Advanced Peace Officer, Defensive Tactics, Firearms Proficiency, Specialized Vehicle Operations, and other training; conduct and evaluate Advanced Peace Officer training; and operate the cadet training academy.

ELIGIBLE LIST INFORMATION

A departmental eligible list will be established for the Department of Fish and Wildlife. This examination will be administered on a continuous basis. 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. Competitors will have the option of retesting after a 12 month period. Competitors choosing to retest and who are successful in the examination will be merged onto 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 as listed in this announcement.

ADDITIONAL REQUIREMENTS

DISQUALIFICATION

Existing law provides that persons convicted of a felony or convicted of a misdemeanor crime of domestic violence are disqualified from employment as peace officers. Such persons are not eligible to compete for or be appointed to positions in these classes.

You are disqualified from being employed as a peace officer under Government Code 1029 if (1) you have been convicted of a felony in this State or any other state; (2) you have been convicted of any offense in any other state which would have been a felony if committed in this State; (3) you have been charged with a felony and adjudged by a superior court to be mentally incompetent; (4) you have been found not guilty by reason of insanity of any felony; (5) you have been determined to be a

mentally disordered sex offender; or (6) you have been addicted or in danger of becoming addicted to narcotics, convicted, and committed to a State institution.

You are disqualified from being employed as a peace officer under the Gun Control Act (GCA) of 1968 as amended by the Federal Omnibus Consolidated Appropriations Act of 1997, which makes it unlawful for any person convicted of a misdemeanor crime of domestic violence to ship, transport, posses, or receive firearms or ammunition. A misdemeanor crime of domestic violence means an offense that (1) is a misdemeanor under Federal or State law; and (2) has, as an element, the use or attempted use of physical force, or the threatened use of a deadly weapon, committed by a current or former spouse, parent, or guardian of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, parent, or guardian, or by a person similarly situated to a spouse, parent, or guardian of the victim. This definition includes all misdemeanors that involve the use or attempted use of physical force and is true whether or not the State statute or local ordinance specifically defines the offense as a domestic violence misdemeanor.

Use of "hard" drugs (e.g., heroin, cocaine, or hallucinogenic) subsequent to applicant's 18th birthday and prior to his or her twenty-third birthday, shall be grounds for disqualification from the examination unless 5 years elapsed from the date of the disclosed or revealed use of the drug. If any such disclosed or revealed use has occurred on or after the applicant's twenty-third birthday, he or she shall be disqualified from the examination in which he or she is competing until 10 years have elapsed from the date of the disclosed or revealed use. The disqualification period shall begin on the date that the drug was used, and not on the date that the drug use was disclosed or revealed.

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 in 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.

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.

Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles. Applicants who do not possess this license will be admitted to the examination but must secure the license prior to appointment. **And**

Education: Equivalent to completion of two years (60 semester units) of college with 18 semester units in the biological sciences, police science or law enforcement, natural resources conservation, ecology, or related fields. (Students who have 30 semester units of college, and have 18 semester units completed in the required or related fields, will be admitted to the examination, but must produce evidence of completion of 60 semester units before they can be considered eligible for appointment.) **And**

EITHER I

Successful completion of a California POST accredited Law Enforcement Academy, possession of a valid California POST basic peace officer certificate, and currently employed as a peace officer within the State of California at time of application.

OR II

Successful completion (within the last 12 months) of a California POST accredited law enforcement academy prescribed by the Department of Fish and Wildlife, and possession of a valid California POST basic academy certificate. **And**

EITHER I

One year of experience in the California state service performing the duties of a peace officer class at a level of responsibility equivalent to that obtained in the class of Fish and Game Lieutenant (Specialist) or Fish and Game Lieutenant (Supervisor).

OR II

Three years of experience in the California state service performing the duties of a peace officer class at a level of responsibility equivalent to that obtained in the class of Fish and Game Warden, Range B.

EXAMINATION INFORMATION

Qualifications Assessment - Weighted 100.00%.

This examination consists of a Qualifications Assessment and is the sole component of the examination. To obtain a position on the eligible list, you must attain a minimum rating of 70.00%. **COMPETITORS WHO DO NOT COMPLETE THE QUALIFICATIONS ASSESSMENT WILL BE DISQUALIFIED.**

KNOWLEDGE AND ABILITIES

A. Knowledge of:

1. Investigation techniques and procedures.
2. Rules of evidence and court procedures.
3. Laws of arrest, search and seizure, and legal rights of citizens, service of legal process.
4. State and applicable Federal laws.
5. Basic principles and techniques of natural resources management.
6. Habits, life histories, ecological relationships, and geographical distribution of sport and commercial fishes and wildlife in California.
7. Sport and commercial fishing and hunting practices and equipment.
8. Current court decisions.
9. Provisions of the Fish and Game Code and other laws, rules, regulations, and policies relating to the conservation and protection of fish, wildlife, and their habitat in California.
10. Instruction in the care and use of firearms and equipment.
11. Basic supervision.
12. 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 Services Program, Limited Exam and Appointment Program (LEAP), Reasonable Accommodation, and discrimination complaint process.
13. Principles and techniques of personnel management.
14. In service training.

B. Ability to:

1. Gather and analyze facts.
2. Reason logically, draw valid conclusions, and make appropriate recommendations.
3. Follow instructions.
4. Communicate effectively and write clearly and concisely.
5. Establish and maintain effective working relationships with those contacted in the work.
6. Learn rules and regulations.
7. Interpret, apply, and enforce fish and game laws.
8. Analyze situations accurately, think and act quickly in emergencies, and take effective action.
9. Establish and maintain tactful and effective relations with the public.

10. Learn safety and proficiency with firearms, peace officer protective equipment and other equipment used on the job.
11. Administer first aid treatment.
12. Assist in the interpretation and application of biological information and laws and regulations to specific situations.
13. Participate effectively in investigations and interviews.
14. Work on field assignments without close supervision and primarily on own initiative.
15. Train and act as a lead over new Fish and Game Wardens.
16. Prepare accurate and concise reports.
17. Implement specific programs.
18. Direct or conduct complex investigations of fish and game law violations.
19. Coordinate required training.
20. Supervise and direct work.
21. Evaluate employee performance.
22. Conduct and coordinate internal affairs investigations.
23. Effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment including the Bilingual Services Program, Limited Exam and Appointment (LEAP), Reasonable Accommodation, and discrimination complaint process.
24. Plan, conduct, and evaluate training programs.
25. Implement programs to protect fish and wildlife resources.
26. Assist in budget preparation.
27. Coordinate special enforcement activities.

SPECIAL REQUIREMENTS

CITIZENSHIP REQUIREMENT

Pursuant to Government Code Section 1031(a), in order to be a peace officer, a person must be either a U.S. citizen or be a permanent resident alien who is eligible for and has applied for U.S. citizenship.

Denial of an application for citizenship shall result in termination of employment.

DRUG TESTING REQUIREMENT

Applicants for positions in this class are required to pass a drug screening test. Drug testing of current State employees who are applicants in an examination or who are transferring is permitted only if the person does not have current appointment to a class for which drug testing is a requirement.

DISTINGUISHING CHARACTERISTICS

Willingness to work unusual hours and on Saturdays, Sundays, and holidays; willingness to live and work throughout the State; satisfactory record as a law-abiding citizen; neat personal appearance; tact; reliability; keenness of observation; and interest in and aptitude for fish and wildlife conservation and law enforcement work.

ADDITIONAL DESIRABLE QUALIFICATIONS

Ability to use word processing software on personal computers; ability to make minor vehicle repairs when service is not available; and ability to safely operate fish and wildlife vessels.

CONTACT INFORMATION

If you have any questions concerning the Fish and Game Captain Examination or the testing process, you may contact Tanya Bell, Exam Analyst with the Department of Fish & Wildlife, Human Resources Branch at (916) 653-8120 or visit the Department of Fish & Wildlife website at www.dfg.ca.gov.

GENERAL INFORMATION

For Written Examinations: If you haven't received your examination notice three days prior to the written test date, it is your responsibility to contact the Department of Fish and Wildlife, Human Resources Branch at (916) 653-8120.

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 Department of Fish and Wildlife, Human Resources Branch at (916) 653-8120.

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.

General Qualifications for all Examinations: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, 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.

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.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level 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; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

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.

California Relay (Telephone) Service for the Deaf or Hearing-Impaired
From TDD phones: 1-800-735-2929
From voice phones: 1-800-735-2922