

CONSERVATION LIEUTENANT

NATURE OF WORK IN THIS CLASS:

This is responsible tactical command work, which involves directing and supervising law enforcement operations in the performance of specialized conservation functions.

Employees in this class work with considerable latitude in the exercise of independent judgment in commanding a section engaged in law enforcement related specialized activities. Work is performed in accordance with established departmental policies and procedures. Work is reviewed for compliance with applicable laws, rules and regulations, policies and procedures through conferences, inspections and submission of reports.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed).

Commands, plans, direct and instruct conservation officers in the overall tactical operations and activities of the Law Enforcement Section.

Directs conservation officers including orientation, training, counseling, inspection, evaluation and discipline in accordance with departmental standards, policies and procedures.

Directs the more difficult investigations of felonies and misdemeanor cases.

Advises and/or instructs personnel on methods, techniques, and procedures to be employed; analyzes current procedures and prepares reports and recommendations.

Reviews action of subordinate supervisors in regard to employee grievances and general administration of the division.

Edits arrest reports, maintains arrest records, court orders and judgment incidents and investigation reports. Prepare annual, progress and quarterly reports, which accurately reflect program(s) progress.

Serves as an advisor regarding operation procedures, methods and problems and submits recommendations for improvements. Analyzes, evaluates, identifies and makes recommendations for improvement and/or corrective action concerning enforcement laws and regulations involving fish, wildlife, and wildland or forestry conservation.

Keeps abreast of new laws and ensures their dissemination to conservation officers. Provides technical assistance regarding the implementation and interpretation of proposed laws and regulations.

Serves as an advisor regarding internal affairs matters and may be required to participate as a committee member.

Performs related duties as required.

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MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of local and federal laws, rules and regulations pertaining to the protection and conservation of fish, wildlife, and wildland or forestry conservation.

Knowledge of the modern principles, practices and methods of law enforcement administration, organization and operation.

Knowledge of the principles and techniques of investigation and arrest, confiscation and handling of evidence, and prosecution procedures.

Ability to plan, assigns, supervise and review the work of subordinate conservation officers.

Ability to establish and maintain effective working relationships with allied agencies, fellow employees and the public.

Ability to make decisions, react quickly and calmly in cases of emergencies.

Ability to advise, instruct and perform technical work of specialized conservation law enforcement activities.

Ability to communicate effectively, orally and in writing.

Ability to swim.

Skill in the use and care of firearms.

Skill in the safe operation of motor vehicles, motorboats and jet skis.

MINIMUM EXPERIENCE AND TRAINING:

- A) Two (2) years experience as a Conservation Sergeant and seventy-five (75) semester hours of college credits. (Credit hours earned in a law enforcement academy count towards the requirement.); **OR**
- B) Three (3) years and nine (9) months of experience as a Conservation Sergeant and graduation from high school or attainment of a general equivalency diploma (GED).

NECESSARY SPECIAL QUALIFICATIONS:

- (a) Must be a resident of the Territory of Guam and a U.S. citizen, or a citizen of the Republic of Palau, Republic of the Marshall Islands, or the Federated States of Micronesia;
- (b) Must possess a valid Guam driver's license;
- (c) Must possess a valid Guam firearm identification card;

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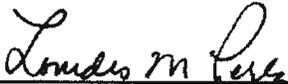
- (d) Must be in good health and physical condition;
- (e) Must pass a background investigation (persons convicted of a felony, a crime involving moral turpitude, a crime of domestic or family violence, or who are administratively pardoned of any crime are automatically disqualified; must never have been dismissed for cause as a conservation officer or resigned for the sole purpose of negating or averting a pending or anticipated disciplinary action.)

ESTABLISHED: DECEMBER 2006
 AMENDED: NOVEMBER 2007

PAY GRADE: M
 STEP 1: \$28,678
 STEP 10: \$43,018

HAY EVALUATION:	KNOW HOW:	E 1 2	200
	PROBLEM SOLVING:	E 3 (33%)	66
	ACCOUNTABILITY:	E 1 C	<u>87</u>
	TOTAL POINTS:		353

This standard revises and supersedes the standard established December 2006.



LOURDES M. PEREZ, Director
Department of Administration