

## JOB INFORMATION

|                       |                             |
|-----------------------|-----------------------------|
| Job Code              | AC24C                       |
| Job Description Title | Spec III, Natural Resources |
| Pay Grade             | AF15                        |
| Range Minimum         | \$55,660                    |
| 33rd %                | \$68,650                    |
| Range Midpoint        | \$75,150                    |
| 67th %                | \$81,640                    |
| Range Maximum         | \$94,630                    |
| Exemption Status      | Non-Exempt                  |
| Approved Date:        | 5/20/2026 2:07:40 PM        |

## JOB FAMILY AND FUNCTION

|               |                        |
|---------------|------------------------|
| Job Family:   | Agriculture & Forestry |
| Job Function: | Forestry               |

## JOB SUMMARY

Performs various duties providing professional expertise for forestry and wildlife management tasks.

## RESPONSIBILITIES

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Leads and coordinates the collection, analysis, and reporting of forest inventory and ecological monitoring data.</li> <li>Leads species (flora and fauna) surveys to ensure sustainable populations of threatened and non-threatened species. Interprets results and prepares detailed analytical reports.</li> <li>Oversees databases related to natural resources and wildlife management. Resolves complex database issues and ensures data integrity. Analyzes and reports on trends and findings.</li> <li>Develops and presents reports and presentation materials associated with the collected data, such as reports or MS PowerPoint presentations and may include information on species status, habitat conditions, and changes.</li> <li>Leads timber marking, herbicide treatments, prescribed burning, and other natural resources tasks.</li> <li>May provide support to recreational users, other natural resource managers, and tenet units.</li> <li>Plants food plots for wildlife, promoting their habitat and overall health.</li> <li>Leads data collection for wildlife density and health studies, allowing for proper conservation and management strategies to be implemented.</li> <li>May work in duded impact areas with an explosive ordinance escort for endangered species requirements.</li> </ul> |
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The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

## SUPERVISORY RESPONSIBILITIES

|                            |                                                                                                                                       |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|

## MINIMUM QUALIFICATIONS

**To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.**

## MINIMUM EDUCATION & EXPERIENCE

| Education Level   | Focus of Education                                                                                               |     | Years of Experience | Focus of Experience                                                                                                                                             |  |
|-------------------|------------------------------------------------------------------------------------------------------------------|-----|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Bachelor's Degree | in Forestry, Natural Resources Management, Wildlife Management, Biology, Ecology, Engineering, or related field. | and | 5 years of          | experience in natural resource management practices, wildlife habitat or population management, outdoor recreation, forestry, ecology, biology, or engineering. |  |

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of standard procedures and tests related to an engineering or scientific field.

## MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications                        | Licenses/Certification Details                                                 | Time Frame | Required/Desired |     |
|------------------------------------------------|--------------------------------------------------------------------------------|------------|------------------|-----|
| DL NUMBER - Driver License, Valid and in State | Any State                                                                      | Upon Hire  | Required         | And |
|                                                | Ability to obtain a burning certificate may be required in specific positions. | Upon Hire  | Required         |     |

## PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

## PHYSICAL DEMANDS

| Physical Demand               | Never | Rarely | Occasionally | Frequently | Constantly | Weight          |
|-------------------------------|-------|--------|--------------|------------|------------|-----------------|
| Standing                      |       |        |              | X          |            |                 |
| Walking                       |       |        |              | X          |            |                 |
| Sitting                       |       |        | X            |            |            |                 |
| Lifting                       |       |        |              | X          |            | Up to 50 Pounds |
| Climbing                      |       |        |              | X          |            |                 |
| Stooping/ Kneeling/ Crouching |       |        | X            |            |            |                 |
| Reaching                      |       |        |              | X          |            |                 |
| Talking                       |       |        |              | X          |            |                 |
| Hearing                       |       |        |              | X          |            |                 |
| Repetitive Motions            |       |        |              | X          |            |                 |
| Eye/Hand/Foot Coordination    |       |        |              | X          |            |                 |

## WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|-------------------|-------|--------|--------------|------------|------------|
| Extreme cold      |       |        |              | X          |            |
| Extreme heat      |       |        |              | X          |            |
| Humidity          |       |        |              | X          |            |
| Wet               |       |        |              | X          |            |
| Noise             |       |        |              | X          |            |

WORKING ENVIRONMENT

| Working Condition      | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Hazards                |       |        |              | X          |            |
| Temperature Change     |       |        |              | X          |            |
| Atmospheric Conditions |       |        |              | X          |            |
| Vibration              |       |        |              | X          |            |

**Vision Requirements:**

Ability to see information in print and/or electronically.