

**WILDLIFE CONSERVATION OFFICER**

**DEFINITION:** Under general supervision, performs work of moderate difficulty in patrolling and enforcing wildlife statutes, rules and regulations; investigates violations, files complaints and issues warrants; performs related work as assigned.

**ESSENTIAL FUNCTIONS:** This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

**TASKS:**

Patrols assigned area to enforce wildlife and fish statutes, rules and regulations; makes contact with users and non-users checking for proper permits, licenses, certificates and records of wildlife, plants and other natural resources taken; investigates violations of Navajo Nation and federal laws and regulations; interviews witnesses; interrogates suspects, searches for and secures evidence; seizes illegal fish and wildlife harvest and other natural resources; secures and serves search warrants; makes arrests; issues warning or citations for violations; testifies in courts, as required.

Takes creel census surveys at Navajo Nation lakes; assists with annual fish stocking; assists wildlife biologists during big game hunts by collecting samples from harvested animals; monitors golden eagle nests sites during gathering season; assists with annual big game surveys using aircraft and ground patrols; prepares written reports on law enforcement and management activities; collaborates with and assists other law enforcement activities; conducts and/or assists with hunter education and other education classes; make presentations to community and school groups as requested.

**KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:**

Knowledge of federal, state and tribal laws, rules and regulations governing fish and wildlife.  
Knowledge of legal procedures involved in the apprehension and prosecution of law violators.  
Knowledge of investigative methods and techniques.  
Knowledge of wildlife conservation and management principles and practices.  
Skill in analyzing situations quickly and objectively to determine the proper course of action.  
Skill in maintaining calm during emergencies.  
Skill in the use of assigned weapons.  
Skill establishing and maintaining effective working relationships.  
Skill in verbal and written communication.  
Ability to enforce laws tactfully, firmly and impartially.

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work requires walking in outdoor settings with exposure to weather conditions and lifting of up to 150 lbs. on an infrequent basis.

**MINIMUM QUALIFICATIONS:**

- A high school diploma or GED; and successful completion of an approved Basic Law Enforcement Training Program; and one (1) year law enforcement experience.

**PREFERRED QUALIFICATIONS:**

- An Associate's degree in Wildlife Management or Criminal Justice; Basic Law Enforcement Training program.

THE NAVAJO NATION

Class Code: 3181  
Natural Resources and Parks Series  
Wildlife Management Group  
Overtime Code: Non-Exempt  
Pay Grade: 62

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**SPECIAL REQUIREMENTS:**

- Possess a valid state driver's license.
  - A favorable background investigation.
- Successful completion of job-related testing

**Supplemental Requirements:**

Incumbent must obtain a Navajo Nation Vehicle Operator's Permit within 90 days of date of hire. Incumbent must obtain a U.S. Deputy Game Warden Commission within one (1) year of date of hire.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.