

**DUTY STATEMENT**

DFW 242A (REV. 07/18/22)

**Department Statement:**

*California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.*

<b>INSTRUCTIONS:</b> A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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<b>DFW DIVISION/BRANCH/REGION/OFFICE</b> Law Enforcement Division	<b>POSITION NUMBER (Agency-Unit-Class-Serial)</b> 565-040-8486-905
<b>UNIT NAME AND LOCATION</b> CDFW Academy	<b>CLASS TITLE</b> Fish and Game Warden Cadet
<b>INCUMBENT</b>	<b>CURRENT POSITION NUMBER (Agency-Unit-Class-Serial)</b>

<b>BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS</b> Under close supervision of a Fish and Game Lieutenant, incumbent performs law enforcement activities to protect fish and wildlife and habitat; enforces pollution laws; prevents illegal commercialization of natural resources; and provides public safety.
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<b>PERCENTAGE OF TIME PERFORMING DUTIES</b>	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
95%	<p><b><u>ESSENTIAL FUNCTIONS:</u></b>  <b><u>Attend a POST Certified Basic Course to obtain the required knowledge and skills required to perform the duties of a sworn peace officer.</u></b></p> <p>Incumbents will receive lecture-based and scenario-based training. Evaluation of this training will be conducted through both written and scenario testing. Training topics include laws and regulations, cultural diversity, leadership and ethics, investigative report writing, critical incidents, crime scene investigation, and terrorism awareness. (45%)</p> <p>Learn the manipulative skills required to perform the duties of a sworn peace officer. These skills include physical fitness, vehicle operations, firearm use and handling, arrest and control techniques, and first aid/CPR. (25%)</p> <p>Attend academy instruction to learn how to apply natural resources related law enforcement activities such as, California's Fish and Wildlife Laws and Regulations, fish and wildlife identification, hunter education pollution enforcement, cannabis enforcement, etc. (25%)</p>
5%	<p><b><u>NON-ESSENTIAL FUNCTIONS:</u></b>  Other administrative duties as necessary.</p>

**SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.**

<b>PRINT SUPERVISOR'S NAME</b> Jason Green	<b>SUPERVISOR'S SIGNATURE</b>	<b>DATE</b>
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**EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.**

<b>PRINT EMPLOYEE'S NAME</b>	<b>EMPLOYEE'S SIGNATURE</b>	<b>DATE</b>
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