

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.

INSTRUCTIONS: A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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DFW DIVISION/BRANCH/REGION/OFFICE Central Region (4)	POSITION NUMBER (Agency-Unit-Class-Serial) 565-451-0835-905
UNIT NAME AND LOCATION San Joaquin River Restoration Program, Fresno	CLASS TITLE Fish and Wildlife Scientific Aid
INCUMBENT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial)

BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS Under the supervision of the Senior Environmental Scientist (Supervisory), the Fish and Wildlife Scientific Aid will work primarily at the San Joaquin River Restoration Program's (SJRRP) Salmon Conservation and Research Facility (SCARF). To a lesser extent, the incumbent will perform duties at the adjacent Interim Facility. Specific duties and relative time spent are described below.

PERCENTAGE OF TIME PERFORMING DUTIES	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.)
35%	<u>ESSENTIAL FUNCTIONS:</u> Assist permanent staff at the Salmon Conservation and Research Facility (SCARF) as needed including: Feeding and caring for juvenile salmon, cleaning fish tanks and equipment, monitoring condition and behavior of fish and notifying lead staff of any potential problems.
30%	Weighing/measuring, inventorying fish and assessing their health and condition; monitoring water quality and recirculation, filtration, treatment systems and alerting supervisor and lead staff of potential problems.
20%	Provide assistance at the adjacent Interim Facility, caring for donor stock salmonids in quarantine to eventually be incorporated into the SCARF broodstock population.
10%	Marking and tagging broodstock for tracking individual fish characteristics throughout its life in captive rearing and releasing juvenile production salmon to the river; in the absence of permanent staff at the site, assume more responsibility for site activities; and being responsive to members of the public touring the facility.
5%	<u>NON-ESSENTIAL FUNCTIONS:</u> Use of handheld power tools to perform basic maintenance, and operating light equipment. DESIRABLE QUALIFICATIONS: Good driving record; additional course work or experience in biological or chemical sciences; interest in and knowledge of fishing, hunting or studying fish, wildlife, invertebrates or plants; experience in camping, boating, and maintaining or repairing equipment; interest in a career in biology or fish and wildlife.

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PERCENTAGE OF TIME PERFORMING DUTIES	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.)	
	SPECIAL PERSONAL CHARACTERISTICS: Willingness to work irregular hours including weekends and holidays and occasional travel in performing work in other parts of the State. Strength and Agility: must be able to lift 50 pounds, swim 50 yards and stay afloat for at least 5 minutes. Must demonstrate a willingness to do routine work in order to learn; interest in and aptitude in the work; and willingness to wear a uniform. INTERPERSONAL SKILLS: This position requires the incumbent to work cooperatively with others. Teamwork, cooperation, communication and continuity are a must to maintain the high level of Program success. WORKING CONDITIONS: The selected candidate must be willing to work long hours, in cold water, netting large adult salmon and using fish anesthetics. Work will require some time in an office setting, but also requires outdoor work in all types of weather conditions. The position is year-round, although limited to a maximum number of days and hours annually.	
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
PRINT SUPERVISOR'S NAME	SUPERVISOR'S SIGNATURE	DATE
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.		
PRINT EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE