

NATURAL RESOURCE OFFICER I - MULTIPLE POSITIONS STATEWIDE

The Kansas Department of Wildlife and Parks is accepting applications for the testing and assessment of individuals for an entry level Natural Resource Officer I position within the Law Enforcement Division. Successful applicants will become part of a pool of eligible applicants that may receive offers for employment as a Natural Resource Officer I, commonly referred to as a Game Warden.

These **classified**, full-time positions will be located within the Law Enforcement Division. There are 11 NRO I positions available across the state during this current testing period. Applicants will be provided a list of vacancy locations prior to testing.

Successful candidate will be required establish full-time residency where duty assignment is located.

Kansas Game Wardens are responsible for the statewide enforcement of state and federal fish and wildlife laws, boating laws, and public lands regulations. These enforcement activities occur on private and publicly owned lands within the state. In addition to these primary law enforcement duties, KDWP officers also assist federal, state, and local law enforcement agencies in a support role when requested. Kansas Game Wardens also provide information and educational programs concerning hunter education, boating safety, and other natural resources-related programs.

BENEFITS: Beginning hourly salary, \$25.68 with additional step increases; group health and life insurance; Kansas Police & Fire (KP&F) retirement; holidays; sick, vacation and parental leave; and optional programs such as deferred compensation, FSA, and HSA accounts.

EDUCATION REQUIREMENTS:

- High school diploma or GED equivalent required.
- Bachelor's degree in natural resource is preferred but not required.
- Experience in law enforcement, fisheries or wildlife management is required. This includes course work or personal experience which needs to be outlined in the candidate's cover letter.

MINIMUM REQUIREMENTS:

- Possess and maintain a valid driver's license.
- Must pass a background check.
- Must pass a Polygraph Examination
- Must pass a drug screen.
- Must be a credible witness in court.
- Must have no legal impediments. Disqualification information and the exemption from disqualification form can be found at the department's website.
 - <https://ksoutdoors.com/KDWP-Info/Jobs/Employment-Application-Additional-Info>

TESTING PROCESS:

Testing is tentatively scheduled for August 10, 2024, in Salina, Kansas. More information will be provided to applicants after the application deadline.

Physical Fitness

- Timed 1 mile run – Applicants must complete the mile run in 10 minutes or less.
- Applicants who are successful in passing the physical fitness test will move onto the written testing that same day.

Academic:

- Identification of Kansas species test
- Kansas Fish & Wildlife Regulations test
- Boating test
- Memory and Essay test

Applicants are strongly encouraged to visit Law Enforcement Testing Reference Guide for Study material which is found at <http://ksoutdoors.com/KDWP-Info/Jobs>.

A THOROUGH UNDERSTANDING OF THIS REFERENCE MATERIAL WILL BE NEEDED TO SUCCESSFULLY PASS THIS TESTING.

NECESSARY SPECIAL REQUIREMENTS: This class requires the employee to be certified as a law enforcement officer by the Kansas Law Enforcement Training Commission. Certification must be obtained before the employee is given permanent status. The employee must complete a basic law enforcement training program recognized by the Kansas Law Enforcement Training Commission and annual training as required by K.S.A. 74-5607a.

This class requires the use of a firearm for law enforcement duties; therefore, to be eligible for appointment to a position in this class, candidates cannot have been convicted of a felony or misdemeanor domestic violence crime as set forth in 18 U.S.C. § 992 (g) (8) and (9). To be eligible for certification in the state of Kansas one must also be free from a felony or misdemeanor domestic violence crime, or a misdemeanor offense that the commission determines reflects on the honesty, trustworthiness, integrity, or competence of the applicant as defined by rules and regulations of the commission as set forth by the Kansas Law Enforcement Training Act.

Candidates for positions in this class must have the following: be a U.S. citizen; be 21 years of age at the time of appointment; free of conviction of any crime punishable by imprisonment in a federal penitentiary or a state prison; and be required to pass a physical exam administered by the hiring agency.

This class requires that at the time of appointment the selected candidate must take and pass a drug screening test approved by the Office of Personnel Services, a pre-employment physical, and a standard battery of psychological tests required for admission into the Kansas Law Enforcement Training Center Basic Course.

Because Natural Resource Officer Positions require the employee to be certified as a Law Enforcement Officer by the Kansas Law Enforcement Training Commission, certain past and present personal behaviors can impact employment eligibility. Applicants may submit an exemption from disqualification form to request a review of a specific incident causing the applicant to fall under disqualification. Select the jobs tab at the bottom of the page and then select the Employment Application & Additional Info link for more information.

HOW TO APPLY: Go to the State Employment Center at <https://admin.ks.gov/services/state-employment-center> and follow the directions below:

- Click in the middle under the Sunflower. From there either **Sign into** your existing account or **Register** for a new account.
- **Review and complete** your contact information on the **My Contact Information** page. Please make sure to include your **email address**.
- **Upload documents** listed in the **Required Documents** section of this job posting to the appropriate location.
- **Complete and submit** your application.
- **Check your email and My Job Notifications** for written communications from the Recruiter.
 - **Email** - the **email** listed on the **Careers>My Contact Information** page.
 - **Notifications** - view the **Careers>My Job Notifications** page.

The following are the required items to apply:

- 1) a letter of interest
- 2) a detailed resume; **including a valid e-mail address**
- 3) transcript material, **if applicable**, (copies of official transcripts or unofficial student copies are acceptable as long as they reflect the degree and conferral date)
- 4) Employment application – this is automatically generated from information which is input into the system
- 5) an Authorization to Release Information form** (this can be found at the following website):
<https://www.ksoutdoors.com/news/KDWP-Info/Jobs/Employment-Application-Additional-Info>

***Please note, this form must either be witnessed and signed by a Kansas Department of Wildlife and Parks employee or signed in front of and notarized by a notary public.* We reserve the right to conduct a background check on all qualified applicants.

Incomplete applications will not be considered. A complete application packet must be submitted for each position. We no longer make copies of previous applications. Submitted application materials will be reviewed in Pratt to assure that the position minimum requirements are met. Those meeting the minimum requirements will be forwarded to the Law Enforcement Division for selection consideration for the testing process.

Veterans' Preference Eligible (VPE): Former military personnel or their spouse that have been verified as a “veteran” under K.S.A. 73-201 will receive an interview if they meet the minimum requirements of the position. The veterans’ preference laws do not guarantee the veteran a job.

Positions are filled with the best qualified candidate as determined by the appointing authority. Additional VPE information can be found at <http://admin.ks.gov/services/state-employment-center/veterans>.

Applicants claiming veterans’ preference for the first time must mail a copy of your DD-214 to the Kansas Department of Administration, Office of Personnel Services, 900 SW Jackson, Room 401N, Topeka KS 66612-1251, or FAX to 785/291-3715.

DEADLINE TO APPLY – July 19, 2024

The Americans with Disabilities Act ensures your right to reasonable accommodations during the employment process—individuals with disabilities are encouraged to contact the agency recruiter if reasonable accommodations are needed for any part of the application or hiring process. Equal Opportunity Employer. Veterans’ Preference Eligible.

Any questions regarding the Natural Resource Officer I hiring process should be directed to Laverne Taylor in the KDWP Human Resources Section at the Pratt Operations Office, phone number (620) 672-0704 or by email at laverne.taylor@ks.gov, or contact Captain Eric Deneault at Kansas Department of Wildlife and Parks. eric.deneault@ks.gov.