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Primary Location : United States of America-OHIO-Franklin County-Columbus

Other Locations : United States of America-OHIO-Geauga County, United States of America-OHIO-Trumbull County, United States of America-OHIO-Medina County, United States of America-OHIO-Athens County, United States of America-OHIO-Ashland County, United States of America-OHIO-Morgan County, United States of America-OHIO-Williams County, United States of America-OHIO-Richland County, United States of America-OHIO-Preble County

Organization : Natural Resources

Classified Indicator : Unclassified

Bargaining Unit / Exempt: N/A

Schedule : Part-time

Work Hours : Varies

Compensation : \$17.22/ per hour

Unposting Date : Ongoing

Job Function : Wildlife

Agency Contact Name : Maisha Jones

Agency Contact Information : Maisha.Jones@dnr.ohio.gov

Natural Resources Technician 1 (Intermittent) - Creel Clerk - Multiple Locations

(230001DA)

Job Duties



Who we are:

The Ohio Department of Natural Resources (ODNR) is committed to its mission “To ensure a balance between wise use and protection of our natural resources for the benefit of all.” Our agency embraces the insightful use of our natural resources to assure the continued safety, happiness and prosperity of Ohio’s people.

ODNR owns and manages state parks, state forests, state nature preserves and wildlife areas. We license all hunting, fishing and watercraft; oversee and permit all mineral extraction, monitor dam safety, manage water resources and serve as the second largest Law Enforcement presence in the State of Ohio.

We are accepting applications for **Natural Resources Technician 1’s – Creel Clerk** within the **Division of Wildlife**, headquartered in **various counties** within the state of Ohio. To learn more about the Division of Wildlife and the Ohio Department of Natural Resources, please visit <https://wildlife.ohiodnr.gov>

What you will do...

- Collects biological and human dimensions data via angler interviews; enters data using computers; operates boats and motors.

Duration...

- April 1 – August 31, 2023, unless otherwise noted.

Work Hours...

- Approximately 20-40 Hours/Week depending on location; includes two weekend days/week. 1000 hours max.

Please Note...

This is a maximum duration 1000 hour intermittent (unclassified) position for the Division of Wildlife. The location for this position is:

- Natural Resources Technician 1 (2 positions): Reservoir: Charles Mill (Richland/Ashland Counties) and Lake La Su An Wildlife Area (Williams County)

- Natural Resources Technician 1 (1 position): Reservoir: Burr Oak (Athens/Morgan Counties)
- Natural Resources Technician 1 (1 position): Reservoir: Acton (Preble County)

Qualifications

Formal education in arithmetic that includes addition, subtraction, multiplication & division & in reading & speaking common English vocabulary; valid driver's license; valid Commercial Driver's License required if motor equipment is of type & size regulated by Section 4506.01 & 4506.12 of Ohio Revised Code.

-Or equivalent of Minimum Class Qualifications for Employment noted above.

Knowledge of equipment safety practices*; cleaning practices & procedures*; rules & procedures*. Skill in equipment operation (e.g., tractor, lawn mower, string trimmer, all-terrain vehicles, golf cart snow blower, cleaning equipment)*; use of office equipment (e.g., telephone, photocopier, fax machine, cash register, calculator, personal computer)*; hand & power tools & motorized vehicles (e.g., pick-up truck)*; equipment & vehicle general maintenance & repair*. Ability to carry out detailed, but basic written or oral instructions; add, subtract, multiply & divide whole numbers; complete routine forms; comprehend short sentences with basic, concrete vocabulary; recognize safety warnings; work alone on some tasks & cooperate with co-workers on group projects; lift up to 100 lbs.; maneuver up to 150 lbs.; answer routine telephone or face to face inquiries from public.

(*)Developed after employment.

Effective July 1, 2015 applicants must apply online for positions at all state agencies except the Department of Developmental Disabilities (DODD). The final candidate selected for the position will be required to undergo a criminal background check. Criminal convictions do not necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant's prior criminal convictions will be made before excluding an applicant from consideration.

STATUS OF POSTED POSITIONS: Applicants can view the status of this position by logging into their user profile on the Ohio Hiring Management System [OHMS] Home page at the following link careers.ohio.gov, and selecting "My Profile".

NOTES: - Applicants may attach the following document types: •Microsoft Word (.doc and .docx) •PDF (.pdf), •Plain Text (.txt) •Rich Text (.rtf). Please do not upload attachments that have an anomaly or are password protected.

Background Check Information

The final candidate selected for the position will be required to undergo a criminal background check. Criminal convictions do not necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant's prior criminal convictions will be made before excluding an applicant from consideration.

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