

POSITION DESCRIPTION

Position Title: **Fish Technician IV**
Category: Full time, Temporary
Payroll Classification: Hourly, Non-exempt
Organizational Unit: Operations
Location: Hatchery or Remote Field Station
Customary Work Hours: 8:00 – 5:00, Monday - Friday
Supervisor's Title: Hatchery Manager
Effective Date:

Approved By:



Date: 8/4/2017

Basic Function: Fish Technician IV functions as part of the hatchery operations team in the cultivating and rearing of fish. Under the general supervision of a fish culturist or higher level fish technician, performs paraprofessional or technical field, office and laboratory work in various phases of hatchery operations. Independent judgment is exercised in selecting alternative approaches with only unique and complex situations referred to the supervisor.

Distinguishing Characteristics: Fish and Wildlife Technician IV is an independent, advanced level in the Fish Technician series. Incumbents may be responsible for a remote field station or may function within an area of responsibility as a lead crew member. Incumbents may direct the work of lower level technicians and perform ongoing functions of field logistics, supply and personnel/payroll matters. Assignments are directed toward a specific goal, but discretion and creativity is exercised in directing work flow to achieve the goal. Incumbents make technical recommendations on procedural aspects of projects or work areas. Positions function independently, requiring a working knowledge of principles and practices of aquaculture and in some positions, considerable knowledge of one or more species and their behavior. Incumbents are expected to effectively perform limited public relations functions.

Fish Technician IV is distinguished from the III level in that incumbents may oversee data collection, make recommendations on technical aspects of procedures and/or assist in writing final reports and have demonstrated above average work ethic. They are distinguished from the V level in that they do not manage minor segments of a hatchery project or data collection function.

Description of duties and tasks:

- Fish propagation: Enumerating, caring, killing, spawning and disposing of carcasses; preparing, cleaning and maintaining incubator; monitoring and maintaining water quality; loading, enumerating, picking and caring for egg/alevin; rearing, enumerating and setting up outmigration of fry; perform other general duties associated with fish culture operations.
- Fish Harvest: Preparing, repairing and maintaining harvest equipment; loading, transporting, caring for and unloading harvest pens; collecting and recording fish harvest management data.
- Takes samples from commercial fisheries catches for data on species, size, age and sex composition; collects scales, otoliths, ovaries or other biological specimens, scale mounting.
- Site cleanup, general maintenance and repair, cleans, sweeps or shovels snow.
- Leads by example work flow or scheduling to other crew members in a team.
- Use computers and computer software to conduct routine data entry or output.
- Performs as a crew leader supervising lower level technicians in the performance of routine duties, maintenance and operations.
- Performs simple functions in the areas of personnel, procurement and supply to maintain a steady workflow for daily scheduled tasks.
- Maintains and adjusts water supplies to provide desired quality, quantity and temperature to incubation and rearing units.
- Serves as a project leader of a remote field station.
- Helps the project supervisor in the area of supply procurement and quarterly ordering.
- Communicates daily information to supervisor to maintain logistical support of crews.
- Recommends procedures, techniques and new equipment to improve work efficiencies or adaptation to new techniques.
- Organizes, collects and presents data for reports and compiles information or assists in the writing of reports; compiles data and simple reports and/or maps; performs statistical computations; designs logs and forms for data collection.
- Discriminates, counts and measures annual growth marks on fish scales.
- Effectively interacts with public and directs inquiries to appropriate department or persons.
- Performs laboratory work such as identification and processing of fish, plankton or parts thereof.

Knowledge, Skills, and Abilities:

- Ability to safely operate small boats, snowmobiles, power tools and other equipment.
- Ability to follow detailed verbal and written instructions.

- Ability to observe and collect data and maintain simple but accurate records.
- Ability to read and write and to perform simple arithmetic computations and routine data entry.
- Ability to perform physically demanding work and withstand inclement weather and other uncomfortable environmental conditions.
- Ability to coordinate efforts and work cooperatively in a group.
- Ability to work carefully and safely around wild animals
- Some knowledge of fishery and aquaculture resources.
- Ability to transmit data in appropriate formats.
- Considerable knowledge of one or more fish species, their behavior and habitats.
- Working knowledge of laboratory practices, procedures and equipment of fish research and management practices.
- Working knowledge of supply requirements, procurement and/or personnel/payroll procedures to provide logistic support of field installation and/or crew. Some knowledge of basic budget processes.
- Considerable knowledge of firearms and firearm safety and of first aid and precautionary health and safety skills.
- Ability to work independently without direct supervision.
- Ability to apply physical and biological data and simple collection techniques and diagnostic testing.
- Ability to adapt general instructions to specific situations; to access situations and make appropriate judgments; to recognize hazardous conditions.
- Ability to formulate verbal and written instructions; to supervise and evaluate employees; to lead others and direct the collection of physical and biological data and samples.
- Ability to work carefully and safely with drugs and chemicals, and to safely operate small boats, snowmobiles, ATVs, powers tools, and other equipment.
- Ability to design logs and formats for data collection and transmission; to perform initial analysis of data from observations and make recommendations. Ability to write memoranda and correspondence related to observations.
- Ability to compile reports, graphs, tables, or maps to show some analysis of data.
- Ability to maintain favorable public relations.
- Ability to perform statistical calculations and routine data entry and to produce simple computer reports.

Essential Functions: Work performed at any hatchery or remote location as needed. Must be able to move about freely; work outdoors in all weather conditions; ability to lift and carry 50 pounds; ability to climb stairs and ladders; ability to climb aboard and about vessels and small aircraft; work around water – on docks and floats; use

telephones and computers unimpaired. Must be able to read, write, speak and understand the English language. Must be able to hear and see to receive verbal and written instructions.

Minimum qualifications:

- a. High school graduation or equivalent, and one year of experience as a journey level fish and wildlife technician or aide equivalent to a FTIII; or four years of technical laboratory or field work experience involving fish or wildlife research, management, or habitat protection.

Substitutions:

- Bachelor of Science degree in fisheries, wildlife or habitat protection.
 - An Associates of Applied Science, or an Associates of Science degree in fisheries, wildlife, habitat protection, aquaculture, biology, or marine technology and six months of field work experience as a journey level fish and wildlife technician or aid.
- b. Must have a current driver's license and pass a pre-employment drug test.

Positions Supervised: Lower level fish technician.