

**STATE OF OHIO (DAS)**  
CLASSIFICATION  
SPECIFICATION

**CLASSIFICATION SERIES:**

Shooting Range Attendant

**SERIES NO.:**

2259

**MAJOR AGENCIES:**

Natural Resources, Adjutant General Department

**EFFECTIVE DATE:**

09/24/2000

**SERIES PURPOSE:**

The purpose of the shooting range attendant occupation is to monitor & register shooters on state-owned rifle, pistol &/or archery ranges.

At the full performance level, incumbents monitor & register shooters on state-owned rifle, pistol &/or archery ranges.

**CLASS TITLE:**

Shooting Range Attendant

**CLASS NUMBER:**

22591

**EFFECTIVE DATE:**

09/24/2000

**CLASS CONCEPT:**

The full performance level class works under direction & requires working knowledge of pistol & rifle safety regulations in order to monitor & register shooters & enforce gun safety regulations on state-owned rifle, pistol &/or archery ranges.

<b>CLASS TITLE:</b> Shooting Range Attendant	<b>CLASS NUMBER:</b> 22591	<b>BARGAINING UNIT:</b> 003
---	-------------------------------	--------------------------------

**EFFECTIVE DATE:**  
09/24/2000

**JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

In Ohio Department Of Natural Resources, monitors & registers shooters on state-owned rifle, pistol & archery ranges, enforces rifle, pistol & archery range regulations in order to ensure safety of shooters & general public, answers questions involving range, hunting information & wildlife areas, assists law enforcement officers making arrests for violations of state/federal gun regulations, testifies in court & maintains records & reports,

OR

In Adjutant General's Department, monitors shooters on state-owned rifle & pistol ranges & enforces restrictions associated with range impact area in Lake Erie in accordance with range regulations to ensure safety of shooters & general public, answers questions involving range activity & coordinates patrol boat activity when used to safeguard Lake Erie range impact area, operates radio & ground radar equipment as part of impact area monitoring, operates electronic engagement skills trainer range facility for users when scheduled, gives shooters range safety briefings prior to their scheduled range activity & maintains detailed log as published in facility range safety plan for state-owned rifle & pistol ranges & training site standard operating procedures.

Performs maintenance on state-owned rifle, pistol &/or archery ranges & operates mowers, trimmers, tractors, dump trucks, front end loaders & hand tools in order to mow grass, trim hedges, shrubs & trees, repair & paint shooting benches, target holders & picnic tables at state-owned rifle, pistol &/or archery ranges only; operates personal computer to enter & verify data.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of Ohio Division Of Wildlife gun safety policies & procedures\*; Ohio Division Of Wildlife rifles, pistol & archery range rules & regulations. Skill in operation of rifles, pistols &/or archery equipment; operation & maintenance of mowers, trimmers, trucks, tractors, painting equipment, first aid; operation of personal computer\*. Ability to recognize unusual or threatening conditions & take appropriate action, work alone on most tasks; handle sensitive contacts with rifle & pistol shooters on shooting range; resolves complaints from angry persons.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

National Rifle Association rifle & pistol certification; 3 mos. trg. or 3 mos. exp. in operation of grass mowers & hedge trimmers.

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

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Not applicable.

**UNUSUAL WORKING CONDITIONS:**

Exposed to extremely loud rifle & pistol shooting; exposed to extremes of weather to include heat, cold, rain & snow; exposed to persons with firearms.