



## Arkansas Game and Fish Commission Employment Job Posting

AGFC FIRING RANGE SPECIALIST - AGFC FIRING RANGE SPECIALIST

POSITION NO: 22096358

### **POSTING INFORMATION:**

Advertisement Opens: March 25, 2025

Advertisement Closes: April 8, 2025

Full Time: No

Salary: \$17.14 - \$17.14 Hourly

### **POSTING REQUIREMENTS:**

#### Minimum Education and/or Experience:

The formal education equivalent of a high school diploma; plus vocational school, military or other training and/or experience totaling eighteen months involving firearms training, firing range, or similar facility maintenance and operations. Other job related education and/or experience may be substituted for all or part of these basic requirements, except for certification or licensure requirements, upon approval of the Human Resources Chief.

#### Preferred Education and/or Experience:

- Understanding of various firearm platforms related to their safety and operational features
- Experience in firearms education
- Excellent customer service skills and experience

#### Knowledge, Abilities, and Skills:

- Knowledge of firearms safety regulations
- Knowledge of firearms, ammunition, and related supplies
- Ability to instruct in the use of firearms and safety procedures
- Ability to complete reports. Ability to operate and perform preventative maintenance on electrical/mechanical equipment
- Ability to maintain supply inventory.

Preferred Knowledge, Abilities, and Skills:

- Prior firearms training certificates and shooting experience
- Firearms instructor certificates as well as range safety officer certificates and experience
- Must be self-motivated and capable of making rational decisions quickly
- Must take pride in and have a sense of "ownership" over the facility and its appearance

**POSTING DETAILS:**

Position Location:

City: Mayflower

Office: Fiocchi Shooting Sports Complex

Division: Shooting Sports

Job Summary:

The Arkansas Game and Fish Commission (AGFC) Firing Range Specialist is responsible for enforcing safety rules and regulations for firing ranges and maintaining the range areas and equipment. This position is governed by state and federal laws and agency/institution policy.

Typical Functions:

- Greets range patrons, answers questions, explains safety rules, and collects fees
- Observes patrons on the firing line to ensure firearm safety rules are followed and provides assistance or instruction to patrons
- Completes activity report to include range attendance and equipment use
- Inventories range supplies and targets and informs supervisor of inventory status
- Mows and trims acreage and cleans range building and restrooms
- Performs routine building maintenance, minor electrical, plumbing, and carpentry work and preventative maintenance on range equipment, determines the cause, and writes reports
- Performs other duties as assigned.

Specific Duties and Responsibilities:

- Performing range safety patrols, watching for safety rule violations, and unsafe firearms handling
- Maintaining the firing line and assuring it is kept neat, orderly, and free of debris
- Assisting with customer orientation
- Assisting customers with firearms malfunctions and with sighting in their firearms
- Customer service within the range building
- Light cleaning and janitorial duties such as mopping floors, cleaning restrooms, emptying trash cans, and vacuuming the floors
- Must be able to lift at least 50 pounds
- Must be willing to work weekends

Certificates, Licenses, or Registrations:

NONE

Special Job Dimensions:

Frequent exposure to high noise levels and lifting of clay targets is required.

Other Specific Information:

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As an equal opportunity employer, the Commission will make any reasonable accommodations necessary to ensure equal employment opportunities.