

Updated 10/31/16

**USDA Forest Service, Pacific Northwest Region  
Outreach Notice – Temporary Positions  
Umpqua National Forest  
Announcement Period: November 15-21, 2016**

Are you hard working and love the outdoors? Are you looking for a job where you can learn the skills necessary to advance in different professions? The Pacific Northwest Region is looking for a seasonal workforce to work in different types of jobs on 17 national forests and scenic areas located in Oregon and Washington. Jobs include specialized positions in fire and in natural resources. Information is available on the Pacific Northwest Region's website (<http://www.fs.usda.gov/main/r6/jobs>) listing all vacant temporary fire and natural resources vacancies and locations.

Vacancy announcements for these positions will be posted on: [www.usajobs.gov](http://www.usajobs.gov). The application submittal period for all 2017 temporary seasonal jobs in Oregon and Washington will begin on **November 15, 2016** and end on **November 21, 2016**. All applicants who have applied to the announcements on or before the listed cutoff date, and are found to be qualified and in the quality group, will be referred for consideration to the selecting officials by **February 6, 2017**.

**Please address your outreach response to the contact listed for each location. Additional information about the position is available from the direct supervisor. Your response is important.**

## **The Process and Timeline**

**November 15, 2016— The application period opens in USAJobs.** Apply only through USAJobs. Applicants are encouraged to apply for locations **where they would accept a position if offered.**

**November 21, 2016—Application deadline.**

**February 6–17, 2017— Application evaluation.** Subject matter experts will generate reference evaluations and gather this information for selecting officials. **Supervisory Reference Checks will occur during this time period. Please ensure your references are notified of this, and they are available at the email address (preferred) or phone number provided on your application.**

**February 6-17, 2017 - Applicants selected for jobs will be notified by a Forest Service representative by phone. Tentative selectees should be available by phone during this time and should have computer access to complete documents within 72 hours of being contacted with the tentative selection.**

**April 2017 —First effective dates for positions.** Look for the effective date on the Official Confirmation Letter, all other selection notices are tentative pending onboarding and employment suitability adjudication. Official Confirmation Letters will be received approximately 1 month prior to your start date, it is important to be in contact with your supervisor to confirm your reporting date and ensure all onboarding processes have been completed.

**Note:** Interagency Fire Program Management (IFPM) and Forest Service – Fire Program Management (FS-FPM) qualifications must be met at time of vacancy closing for certain positions. Additionally, age requirements (at least 18 years of age with few exceptions) must be met at time of vacancy closing.

**A current copy of your IQCS Master Record will be required for many positions in this outreach because of these qualification requirements.**



**for the greatest good**

**Diamond Lake Ranger District – Duty Station: Idleyld Park** (Physical location of duty station & housing at Toketee Lake)

**Forestry Tech (Recreation)** (GS-0462-04) 1 position for Apr 30 – Sept. 16, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-4REC-DT**

Duties will be to lead a team of GS-3 seasonal employees at the Diamond Lake Gatehouse processing campground reservations, answering questions, and providing customer service. Additional duties include recreation site maintenance. Government housing is available. Work schedule may include weekends and holidays. Contact is Kevin Woods, [kmwoods@fs.fed.us](mailto:kmwoods@fs.fed.us) or (541) 496-4061.

**Forestry Aid (Recreation)** (GS-0462-03) 2 positions for May 7 – Sept. 16, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-3FTAID-DT**

These positions will work at the Diamond Lake Gatehouse processing campground reservations, answering questions, and providing customer service. Additional duties include recreation site maintenance. Government housing is available. Work schedule may include weekends and holidays. Contact is Kevin Woods, [kmwoods@fs.fed.us](mailto:kmwoods@fs.fed.us) or (541) 496-4061.

**Forestry Aid (Recreation)** (GS-0462-4) 1 position for Apr 16 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-4FTTR-DT**

These positions are on the trails crew for the Diamond Lake and North Umpqua Districts to maintain, repair, and build trails. Builds trails with gravel and associated materials, restores impacted areas, and replaces signage as needed. May interact with forest visitors and when assigned, through participation in the Field Ranger program. Government housing is available. Work schedule may include weekends and holidays. Contact is Jennifer Taylor, [jenniferltaylor@fs.fed.us](mailto:jenniferltaylor@fs.fed.us) (541) 496-3532.

**Forestry Aid (Recreation)** (GS-0462-5) 1 position for Apr 16 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-5TRA-DT**

This position will help lead the trails crew for the Diamond Lake and North Umpqua Districts to maintain, repair, and build trails. Builds trails with gravel and associated materials, restores impacted areas, and replaces signage as needed. May interact with forest visitors and when assigned, through participation in the Field Ranger program. Government housing is available. Work schedule may include weekends and holidays. Contact is Jennifer Taylor, [jenniferltaylor@fs.fed.us](mailto:jenniferltaylor@fs.fed.us) (541) 496-3532.

**Biological Science Aid (Plants)** (GS-0404-03) 2 positions for Apr 30 – Oct 28, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-3BIOL-DT**

Position involves mechanically removing weeds from roadsides and some forested areas along with survey and mapping of weeds. Interest in plants and good attention to detail required. Government housing is available. Schedule will be compressed to four 10-hour days, Mon.-Thurs. Contact is Bryan Benz, [bbenz@fs.fed.us](mailto:bbenz@fs.fed.us), or (541) 496-4047.

**Bio Technician (Invasive Plants)** (GS-0404-04) 2 positions for Apr 30 – Oct 28, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-4PLANT-DT**

All positions involve mechanically removing weeds from roadsides and some forested areas along with survey and mapping of weeds. Interest in plants and good attention to detail required. Government housing is available. Schedule will be compressed to four 10-hour days, Mon.-Thurs. Contact is Bryan Benz, [bbenz@fs.fed.us](mailto:bbenz@fs.fed.us), or (541) 496-4047.

**Bio Technician (Invasive Plants)** (GS-0404-05) 2 positions for May 1 – Oct 28, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-5PLANT-DT**

All positions involve mechanically removing weeds from roadsides and some forested areas along with survey and mapping of weeds. Interest in plants and good attention to detail required. Government housing is available. Schedule will be compressed to four 10-hour days, Mon.-Thurs. Contact is Bryan Benz, [bbenz@fs.fed.us](mailto:bbenz@fs.fed.us), or (541) 496-4047.

**Maintenance Worker (Facilities)** (WG-4749-05) 1 position for May 14 – Oct 28, 2017

Apply to Vacancy Announcement **17-TEMP-R6-4749-5MAWO-DT**

Under the direction of the Work Leader, the position is responsible for the upkeep of all buildings, grounds, and related structures, fixtures, and utilities on the district, including the Diamond Lake Recreation Area. Government housing is available. Contact is John O'Connor, [joconnor@fs.fed.us](mailto:joconnor@fs.fed.us), or (541) 643-9740.

**Forestry Technician (Lookout)** (GS-0462-05) 1 position for May 14 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-5LOUT-DT**

Position serves as a fire lookout on the North Zone Fire District of the Umpqua NF. Contact is Beau Lee, [bblee02@fs.fed.us](mailto:bblee02@fs.fed.us) or (541) 496-4037.

**Forestry Aid (Fire Suppression)** (GS-0462-03) Up to 9 positions for May 14 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-3SUP-DT**

Positions include 6 type II hand crew and 3 engine positions. Contact is Beau Lee, [bblee02@fs.fed.us](mailto:bblee02@fs.fed.us) or (541) 496-4037.

**Forestry Tech (Fire Suppression)** (GS-0462-04) Up to 10 positions for May 14 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-4SUP-DT**

Positions include 6 type II hand crew and 4 engine positions. Contact is Beau Lee, [bblee02@fs.fed.us](mailto:bblee02@fs.fed.us), (541) 496-4037.

**Forestry Tech (Fire Suppression)** (GS-0462-05) Up to 4 positions for May 14 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-5SUP-DT**

Positions are on type II hand crew. Contact is Beau Lee, [bblee02@fs.fed.us](mailto:bblee02@fs.fed.us), (541) 496-4037.

**Tiller Ranger District – Duty Station: Tiller, OR** (please note: no cell phone reception in Tiller)

**Biological Science Tech (Wildlife)** (GS-0404-04) 1 position for Apr 1 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-4NATR-DT**

Position involves conducting various wildlife surveys including northern spotted owl, red tree vole, mollusks and peregrine falcon monitoring. Employees will cross train with other resources as needed. Government housing may be available. Need ability to obtain federal driver's license. Contact is Andre Silva, [amsilva@fs.fed.us](mailto:amsilva@fs.fed.us) or (541) 825-3132.

**Biological Science Tech (Wildlife)** (GS-0404-06) 1 position for Apr 1 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-6BIOWI-DT**

Position involves leading the wildlife crew and helping with other resource areas as needed. Employee will be responsible for understanding how to carry out survey protocols associated with northern spotted owls, red tree voles, mollusks and peregrine falcons. Other responsibilities include: maintaining survey records, survey quality control, entering all survey data into geographic information systems and databases of record. Government housing may be available. Need ability to obtain federal driver's license. Contact is Andre Silva, [amsilva@fs.fed.us](mailto:amsilva@fs.fed.us) or (541) 825-3132.

**Biological Science Tech (Fisheries)** (GS-0404-06) 1 position from Apr 1 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-6FISH-DT**

Position serves as crew leader managing daily duties of smolt trapping, snorkel counts, and electrofishing. Government housing may be available. Need ability to obtain federal driver's license. Contact is Robert Nichols at [renichols@fs.fed.us](mailto:renichols@fs.fed.us) or (541) 825-3134.

**Biological Science Tech (Fisheries)** (GS-0404-07) 1 position from Apr 1 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-7FISH-DT**

Position serves as fisheries enforcement officer responsible for monitoring spring chinook over summering areas for illegal fishing. Position will need to be a certified Forest Protective Officer (FPO) or attend training to become an FPO. Government housing may be available. Need ability to obtain federal driver's license. Contact is Robert Nichols at [renichols@fs.fed.us](mailto:renichols@fs.fed.us) or (541) 825-3134.

**Forestry Aid (Recreation)** (GS-0462-03) 1 position for Jun 1 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-3FTAID-DT**

Position will collect recreation fees, clean campgrounds, maintain trails, and other recreation related duties. Government housing may be available. Contact is Lance Sargent, [lancesargent@fs.fed.us](mailto:lancesargent@fs.fed.us) or (541) 245-6031.

**Forestry Tech (Recreation)** (GS-0462-05) 1 position for Apr 30 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-5REC-DT**

Position will collect recreation fees, clean campgrounds, maintain trails, and other recreation related duties. Government housing may be available. Contact is Lance Sargent, [lancesargent@fs.fed.us](mailto:lancesargent@fs.fed.us) or (541) 245-6031.

**Botanist** (GS-0430-09) 1 position for Apr 15 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0430-9BOT-DT**

Position will lead the District noxious weed program supervising a GS-3 and GS-4 technician. Responsible for updating FACTS. May assist District Silviculturist as required in conducting stand exams. Will be part of ID Team for NEPA projects in support of the District's timber sale program. Need ability to obtain federal driver's license. Government housing may be available. Contact is William Reading, [wreading@fs.fed.us](mailto:wreading@fs.fed.us), or (541) 825-3140.

**Bio Technician (Invasive Plants)** (GS-0404-04) 1 position for Apr 30 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-4PLANT-DT**

Position serves as noxious weeds field crew lead. Working under the District Botanist, will implement the District's noxious weed control program. This involves eradicating weeds along roads, within timber sales, etc. May also be asked collect stand exam data after suitable training. Need ability to obtain federal driver's license. Government housing may be available. Contact is William Reading, [wreading@fs.fed.us](mailto:wreading@fs.fed.us), or (541) 825-3140.

**Biological Science Aid (Plants)** (GS-0404-03) 2 positions for Apr 30 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-3BIOL-DT**

Position serves as noxious weeds field crew member. Working under the District Botanist and field crew lead, will implement the District's noxious weed control program. This involves eradicating weeds along roads, within timber sales, etc. May also be asked collect stand exam data after suitable training. Need ability to obtain federal driver's license. Government housing may be available. Contact is William Reading, [wreading@fs.fed.us](mailto:wreading@fs.fed.us), or (541) 825-3140.

**Forestry Aid (Fire Suppression)** (GS-0462-03) Up to 18 positions for May 14 – Oct 14 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-3SUP-DT**

Positions will either be assigned to type II hand crew or on engines. Government housing may be available. Contact is Chris Banuelos, [cbanuelos@fs.fed.us](mailto:cbanuelos@fs.fed.us), or (514) 825-3127.

**Forestry Tech (Fire Suppression)** (GS-0462-04) Up to 9 positions for May 14 – Oct 14 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-4SUP-DT**

Positions will either be assigned to type II hand crew or on engines. Government housing may be available. Contact is Chris Banuelos, [cbanuelos@fs.fed.us](mailto:cbanuelos@fs.fed.us), or (514) 825-3127.

**Forestry Tech (Fire Suppression) (GS-0462-05)** Up to 3 positions for May 14 – Oct 14 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-5SUP-DT**

Positions will either be assigned to type II hand crew or on engines. Government housing may be available. Contact is Chris Banuelos, [cbanuelos@fs.fed.us](mailto:cbanuelos@fs.fed.us), or (514) 825-3127.

**Cottage Grove Ranger District – Duty Station: Cottage, OR**

**Visitor Information Assistant (GS-1001-4)** 1 position for Apr 2 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-1001-4VIS-DT**

Greet visitors, answers questions, and responds to phone calls in an office setting. Work week of Mon-Fri, 8 a.m. – 4:30 p.m. Government housing may be available but is limited. Contact is Juliana Sowell, [jsowell@fs.fed.us](mailto:jsowell@fs.fed.us) or (541) 767-5002.

**Biological Tech (Natural Resource) (GS-0404-04)** 3 positions for April 16 – Sept. 30<sup>th</sup>, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-4NATR-DT**

Works on a District team as part of a 4-person crew accomplishing tasks including, invasive plant removal and mapping, native seed collection, stream location mapping within proposed timber harvest areas, wildlife surveys, snag creation; and reforestation work. Position involves physically arduous work in steep terrain. Must have ability to obtain federal driver's license. Government housing may be available but is limited. Work week is typically Mon-Thurs, 7 a.m. – 5:30 p.m. Contact is Krista Farris, [klfarris@fs.fed.us](mailto:klfarris@fs.fed.us) or 541-767-5042.

**Forestry Tech (Recreation) (GS-0462-05)** 1 position for Apr 16 – Sept. 30<sup>th</sup>, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-5REC-DT**

Duties include working with a cleaning contractor to ensure bathrooms, campgrounds and day use sites are clean and safe, completing maintenance of recreation facilities, basic trail maintenance and surveys, and engaging in visitor education regarding recreation opportunities and Forest regulations. Candidate must work independently and show initiative to accomplish work. Opportunities may be available for cross training with wildlife, botany, engineering and minerals crews. Government housing may be available but is limited. Contact is Jed Hancock, [jhancock02@fs.fed.us](mailto:jhancock02@fs.fed.us) or (541) 767-5010.

**Forestry Technician (Lookout) (GS-0462-04)** 1 position for May 14 – Sept 30 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-4LOUT-DT**

Position serves as a fire lookout on the North Zone Fire District of the Umpqua NF. Government housing may be available but is limited. Contact is Tracy Martindale, [tmartindale@fs.fed.us](mailto:tmartindale@fs.fed.us), or (541) 767-5021.

**Forestry Tech (Fire Suppression)** (GS-0462-04) 2 positions for May 14 – Sept 30 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-4SUP-DT**

Positions will be assigned to engine crews. Government housing may be available but is limited. Contact is Tracy Martindale, [tmartindale@fs.fed.us](mailto:tmartindale@fs.fed.us), or (541) 767-5021.

**Forestry Tech (Fire Suppression)** (GS-0462-05) 2 positions for May 14 – Sept 30 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-5SUP-DT**

Positions will be assigned to engine crew. Government housing may be available but is limited. Contact is Tracy Martindale, [tmartindale@fs.fed.us](mailto:tmartindale@fs.fed.us), or (541) 767-5021.

### **Dorena Genetic Resource Center – Duty Station: Cottage Grove**

**Biological Science Tech (Plants)** (GS-0404-4) 1 position for May 1 – Oct. 14, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-4NATR-DT**

Duties include disease-resistance screening of native conifers, inoculating seedlings and assessing disease symptoms in nursery, greenhouse and field trials. Extensive travel required. Other responsibilities include breeding and seed production efforts. Key responsibilities include data collection and management and report writing. No government housing available. Work week is typically Mon-Thurs, 7 a.m. – 5:30 p.m. Contact is Angelia Kegley, [akegley@fs.fed.us](mailto:akegley@fs.fed.us) or (541) 767-5711.

**Biological Science Tech (Plants)** (GS-0404-5) 1 position for May 1 – Oct. 14, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0404-5BIONR-DT**

Duties include disease-resistance screening of native conifers, inoculating seedlings and assessing disease symptoms in nursery, greenhouse and field trials. Extensive travel required. Other responsibilities include breeding and seed production efforts. Key responsibilities include data collection and management and report writing. No government housing available. Work week is typically Mon-Thurs, 7 a.m. – 5:30 p.m. Contact is Angelia Kegley, [akegley@fs.fed.us](mailto:akegley@fs.fed.us) or (541) 767-5711.

### **North Umpqua Ranger District – Duty Station: Glide**

**Forestry Tech (Recreation)** (GS-0462-04) 1 position for May 28 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-4REC-DT**

Position will collect recreation fees, clean campgrounds, maintain trails, and other recreation related duties. Forest Protection Officer experience preferred. Government housing may be available. Contact is Janie Pardo, [jpardo@fs.fed.us](mailto:jpardo@fs.fed.us) or (541) 496-4178.

**Forestry Aid (Recreation)** (GS-0462-03) 1 position for May 28 – Sept. 30, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0462-3FTAID-DT**

Position will collect recreation fees, clean campgrounds, maintain trails, and other recreation related duties. Government housing may be available. Contact is Janie Pardo, [jpardo@fs.fed.us](mailto:jpardo@fs.fed.us) or (541) 496-4178.

**Forestry Tech (Rec – River Ranger)** (GS-0462-04) 1 position for Apr 30 – Sept. 30, 2017

Apply to vacancy announcement **17-TEMP-R6-0462-4RERR-DT**

Position is the “River Monitor”, which involves collecting data on river use, recreation site cleaning and maintenance. Government housing may be available. Contact is Janie Pardo at [jpardo@fs.fed.us](mailto:jpardo@fs.fed.us) or (541) 496-4178.

**Forestry Tech (Timber Sale Prep)** (GS-0462-04) 5 positions for Apr 2 – Sept 30, 2017

Apply to vacancy announcement **17-TEMP-R6-0462-4TIMB-DT**

Positions are on the timber marking crew. Performs timber marking, cruising and scaling of forest products, planting, site preparation, and timber land improvement projects. Government housing is not available. Contact is Keri Morris at [kmorris@fs.fed.us](mailto:kmorris@fs.fed.us) or (541) 496-4185.

**Forestry Tech (Timber Sale Prep)** (GS-0462-05) 1 position for Apr 2 – Sept 30, 2017

Apply to vacancy announcement **17-TEMP-R6-0462-5TSP-DT**

Position is on the timber marking crew. Performs timber marking, cruising and scaling of forest products, planting, site preparation, and timber land improvement projects. Government housing is not available. Contact is Keri Morris at [kmorris@fs.fed.us](mailto:kmorris@fs.fed.us) or (541) 496-4185.

**Forestry Aid (Fire Suppression)** (GS-0462-03) 2 positions for May 14 – Sept 30 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-3SUP-DT**

Positions will be assigned to engine crew. Government housing may be available. Contact is Fhurer Orejuela, [forejuela@fs.fed.us](mailto:forejuela@fs.fed.us), or (514) 496-3532.

**Forestry Tech (Fire Suppression)** (GS-0462-04) 4 positions for May 14 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-4SUP-DT**

Positions will be assigned to engine crew. Government housing may be available. Contact is Fhurer Orejuela, [forejuela@fs.fed.us](mailto:forejuela@fs.fed.us), or (514) 496-3532.

**Forestry Tech (Fire Suppression)** (GS-0462-05) 1 position for May 14 – Sept 30 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-5SUP-DT**

Positions will be assigned to engine crew. Government housing may be available. Contact is Fhurer Orejuela, [forejuela@fs.fed.us](mailto:forejuela@fs.fed.us), or (514) 496-3532.

**Supervisor's Office – Duty Station: Roseburg, OR**

**Archeology Technician** (GS-0102-07) 2 positions for May 14 – Sept.16, 2017

Apply to Vacancy Announcement **17-TEMP-R6-0102-7ARC-DT**

These positions work with the Forest Archaeologist to conduct on-the-ground cultural resource surveys of areas designated for various projects. Applicants should have, or be pursuing a four year degree in anthropology. Position involves working in arduous terrain and all weather conditions. Works outdoors to identify and record historic and prehistoric cultural resource sites. Government housing is not available. Contact is Christopher Kelly at [cjkelly@fs.fed.us](mailto:cjkelly@fs.fed.us) or (541) 957-3350.

**Forestry Tech (Fire Dispatch)** (GS-0462-04) 2 positions for Apr 30 – Oct. 28, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-4DISP-DT**

This position receives fire reports, determines location, land status, and current fire information, and dispatches personnel, equipment, aircraft, and supplies. Duties include processing incident information to support fire operations, interpreting weather information, and inputting data into fire-related computer applications. Applicants must be proficient at typing and multi-tasking in a busy, often stressful setting with ability to talk on the radio and phone receiving fire information. Government housing is not available. Contact is Carla King at [carlalking@fs.fed.us](mailto:carlalking@fs.fed.us) or (541) 957-3303.

**Forestry Tech (Fire Dispatcher)** (GS-0462-05) 2 positions for Apr 30 – Oct. 28, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-5DISP-DT**

**Requirement: 90 days of wildland fire experience.** This position receives fire reports, determines location, land status, and current fire information, and dispatches personnel, equipment, aircraft, and supplies. Duties include processing incident information to support fire operations, interpreting weather information, and inputting data into fire-related computer applications. Applicants must be proficient at typing and multi-tasking in a busy, often stressful setting with ability to talk on the radio and phone receiving fire information. Government housing is not available. Contact is Carla King at [carlalking@fs.fed.us](mailto:carlalking@fs.fed.us) or (541) 957-3303.

**Forestry Technician (Hotshot)** (GS-0462-04) 2 positions for Apr 16 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-4SUP-DT**

Positions are on Wolf Creek Hotshot crew. Contact is Jake Garate, [jakegarate@fs.fed.us](mailto:jakegarate@fs.fed.us), or (541) 496-4156.

**Forestry Technician (Hotshot)** (GS-0462-05) 2 positions for Apr 16 – Sept 30, 2017

Apply to Vacancy Announcement **17-TEMPF-R6-0462-5SUP-DT**

Positions are on Wolf Creek Hotshot crew. Contact is Jake Garate, [jakegarate@fs.fed.us](mailto:jakegarate@fs.fed.us), or (541) 496-4156.

*Note: Most positions require the operation of Forest Service vehicles or equipment. A valid state driver's license is required in order to obtain a government driver's license.*

**GS-3** *requires 6 months general experience successful completion of 1 year of study above high school that included at least 6 semester hours of related course work.*

**GS-4** *requires 6 months of experience related to the position or successful completion of 2 academic years of post-high school education which included at least 12 semester/18 quarter hours of related coursework or a combination of education and experience listed above.*

**GS-5** *requires 1 year of specialized experience at the GS-4 level or successful completion of a full 4-year course of study leading to a degree related to the position or a combination of education and experience.*

**Statement of Interest (Outreach Response)**

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Work, Home or Cell: \_\_\_\_\_

Location/Duty Station Preference: \_\_\_\_\_

Position(s) interested in (include series and grade such as GS-0462-04): \_\_\_\_\_

\_\_\_\_\_

How did you hear about this position? \_\_\_\_\_

Agency Contact \_\_\_\_\_ Other \_\_\_\_\_

If not a current permanent employee, are you eligible to be hired under any of the following special authorities?

\_\_\_\_ Schedule A (Person with Disabilities)      \_\_\_\_ Veterans Recruitment Appointment (VRA)

\_\_\_\_ Veterans with 30% Compensable Disability      \_\_\_\_ Former Peace Corps Volunteer

\_\_\_\_ Pathways Program (Students and Recent Graduates)

**Please email this page to the contact person listed for the job(s) in which you are interested or paste the information into an email message.**

## Applicant Guide

These appointments are temporary seasonal positions. The vacancy announcements are posted on USAJOBS at [www.usajobs.gov/](http://www.usajobs.gov/).

To apply for a job, there are four basic steps:

1. **Create a USAJobs account** - Enter your profile information and create or upload a resume. Please note that you do not need to create a “My Account” to search for jobs, but you must create an account to apply for jobs online. You will need to request a user ID and password. Allow yourself at least two days before the application deadline to complete this process to ensure you have time to get your application submitted.
2. **Search Jobs** – Use basic search to enter in job and location keyword information from the USAJOBS home page. Or you can use the advanced search function which allows you to search by vacancy announcement number or series and grade. Review the job opportunity announcements and note of those of interest. Carefully review the “Qualification and Evaluation” section to determine whether you will qualify for the position. GS-3 positions are entry level positions. As the grades get higher (GS-4, GS-5, etc.), they require more specialized experience or qualifications.
3. **Apply for Jobs** – Carefully follow the instructions in the “How to Apply” section for each announcement. You may store up to five uploaded or “resume builder” created resumes in your profile. Submit any additional documentation to verify your qualifications such as transcripts, SF-50 Notification of Personnel Action (if you have previously worked for the federal government), and/or Veterans’ Form DD-214. *Please see the “Additional Information” below regarding supplemental documentation and resumes.*
4. **Manage Your Career** – Log into your account to obtain application status for positions for which you have applied. Contact the agency for specific follow-up questions or those related to the particular job. The agency contact information is listed on the right hand side of the announcement. You may also contact District personnel regarding the position. However, please note that we do not see your application until the vacancy announcement has closed and we have requested a list of candidates. Only those applicants that are qualified for the position will be referred to the hiring official.

### ADDITIONAL INFORMATION

#### Regarding Applications:

- **If you are basing any of your qualifications on your education, you must attach valid transcripts.**

There is no method to verify education (including coursework completed and GPA) without these.

- Valid transcripts are those that are issued by the school (official or unofficial). Course listings/grades pulled from your student profile or account are not transcripts.
- Transcripts altered in any way (i.e. written on, edited) are not considered valid.

- Attaching password protected transcripts is not recommended. There is not a remarks section within the application that will allow you to provide the password. If they cannot be accessed, they cannot be verified.
- **If you are claiming Veteran's preference, you must attach your DD-214, Certificate of Release from Active Duty showing dates of service and discharge under honorable conditions.**

Disabled veterans must include VA letter & SF-15 if claiming 10 pt. preference. Current active duty members must submit certification that they are expected to be discharged or released from active duty under honorable conditions no later than 120 days after date the certification is submitted.

- **If you are eligible for appointment based on a disability under the Schedule A hiring authority, you must attach a Certification of Disability.**

This certification can be documented by a counselor from a State Vocational Rehabilitation Agency or the Vocational Rehabilitation and Employment Service of the Department of Veterans Affairs; by a statement or letter on a physician/medical professionals' letterhead stationary; or by statements, records, or letters from a Federal Government agency that issues or provides disability benefits. The certification must verify the applicant has a severe disability, is eligible under a Schedule A appointment authority, and he or she is able to perform the essential duties of the position. The certification must also describe any needed reasonable accommodation. You can review additional information at: <https://www.opm.gov/disability/appempl.asp>.

**If you are eligible for appointment based on service in the Peace Corps, Vista, Action Cooperative, or another special authority, submit proof of eligibility.**

**If you are applying to a Fire position, a current copy of your IQCS Master Record showing your training and qualifications for the position for certain positions. If an IQCS Master Record is not available, some form of documented proof of training and qualifications will be needed for most positions.**

### **REGARDING RESUMES:**

Your resume is the basis for determining qualifications, so be as complete as possible. Resumes must include: 1) personal information; 2) education; 3) work experience including work schedule, hours worked per week, dates of employment; and title, series and grade if applicable; 4) supervisors phone number, e-mail address for each work period listed, and whether we may contact for reference checks; and 5) other qualifications. Include the following items to improve your chances of making the referral list and being selected for a seasonal/temporary position with the USDA Forest Service.

#### **Work Experience:**

- Be sure to include specific dates of employment, in **mo/day/yr format** (i.e., 05/15/2012 – 08/24/2012), and hours per week. This helps determine experience level. Note: the

resume builder in USAJOBS only allows you to select mo/yr. It is recommended that you upload your own resume or include the specific dates in the remarks section where you explain your work experience for that position.

- Be very specific and detailed when describing your work experience. **Include everything:** duties, responsibilities, equipment and tools used. It is important to remember that the people determining your qualifications are comparing your work experience to the position description of the job you are applying for. This is especially true for higher graded positions (GS-4, GS-5).
- Volunteer Experience also counts. If you have volunteered for any local organizations be sure to include it.

#### **Certifications/Training Completed:**

- Include all relevant certifications and training. For instance, if you are a certified pesticide applicator, this would be good to include on a resume for a Weeds/Range position. If you are applying for a fire position and have completed S-190 Introduction to Wildland Fire Behavior, document this on your resume.

#### **References:**

- References are checked during the selection process. Be sure to include at least two professional references.

*For more information, contact the Supervisor's Office at (541) 957-3200 or visit the Umpqua National Forest website at [www.fs.usda.gov/umpqua](http://www.fs.usda.gov/umpqua)*