



2017 Summer Season Temporary Employment Opportunities

US Forest Service, Eastern Region Ottawa National Forest

**Positions available at the following locations:
Ironwood, MI (SO and Bessemer RD),
Kenton, MI (Kenton RD),
Ontonagon, MI (Ontonagon RD),
Watersmeet, MI (Iron River and Watersmeet RD's)**

The Ottawa National Forest is seeking qualified applicants to fill a variety of temporary full-time positions for the 2017 summer season. For additional information on the Ottawa National Forest and employment opportunities please call any of our offices.

Positions are available in many programs including: customer service, recreation, engineering, wilderness, and plants. Length of season and number of positions will depend upon budget. Seasonal housing may be available for employees in Watersmeet, Michigan, only.

Temporary Positions: Temporary positions (approximately 3-6 months) will be advertised on the USAJobs website (www.usajobs.gov). To receive information on how to apply for any of the positions identified, please call the Point of Contact identified on the next page. Individuals that wish to be considered for any position must apply to the appropriate vacancy announcement by the closing date. Please specify only those locations for which you wish to be considered. All applicants who have applied to announcements on or before the closing date and are found to be qualified will be referred for consideration.



POSITIONS AVAILABLE FOR 2017 ON THE OTTAWA NATIONAL FOREST

The Ottawa National Forest, located in the western Upper Peninsula of Michigan, is seeking candidates to fill a number of temporary positions this summer. If you are interested in one of the positions listed below, please contact the appropriate person listed for additional information about the position.

Forestry Technician (recreation & trails) GS-0462-03– Applicant works in the district recreation program. Typical duties for trail crew members include: trail maintenance activities such as clearing fallen trees or maintaining trail tread; installing, repairing, or painting trailhead signs. Developed recreation crew activities include campground maintenance activities; performing maintenance at developed recreation sites such as installing signs, repairing facilities, cleaning facilities, mowing, and making forest visitor contacts. The work can be physically demanding, in all types of weather, and usually consists of a 40 hour work week, Weekend and Holiday work schedule possible. Valid state driver’s license required.

Contacts: Melissa Simpson 906-932-1330, ext. 511 or mdsimpson@fs.fed.us; Tray Hall 906-358-4020 or tghall@fs.fed.us.

VACANCY ANNOUNCEMENT NO. 17-TEMP-S9-0462-3REC-DT

Opens: March 2, 2017 and Closes: March 8, 2017

Forestry Aid (wilderness) GS-0462-03– Applicant works in the District recreation program. Sylvania Wilderness activities include: staffing the Sylvania Entrance Station, fee collection, digging and relocating wilderness latrines, and canoeing and hiking in the backcountry to make visitor contacts. The work can be physically demanding, in all types of weather, and usually consists of a 40 hour work week, Weekend and Holiday work schedule required. Valid state driver’s license required.

Contacts: Melissa Simpson 906-932-1330, ext. 511 or mdsimpson@fs.fed.us. Tray Hall 906-358-4020 or tghall@fs.fed.us

VACANCY ANNOUNCEMENT NO. 17-TEMP-S9-0462-3AIDWT-DT

Opens: March 2, 2017 and Closes: March 8, 2017

Information Receptionist GS-0303-03- Responsibilities include customer service at the Ottawa Visitor Center in Watersmeet, Michigan. This includes answering phones and general forest questions, general clerical duties. Schedules include weekends and holidays.

Contact: Lisa Klaus 906-932-1330, ext. 328 or lklaus@fs.fed.us

VACANCY ANNOUNCEMENT NO. 17-TEMP-S9-0303-3CUST-DT

Opens: March 2, 2017 and Closes: March 8, 2017

Office Automation Clerk GS-0326-04- Responsibilities include administrative support to District employees and customer service at the District Office in Ontonagon, Michigan. This is a part-time position with a set schedule of Monday, Thursday, and Friday. Computer skills are required as the incumbent will access multiple software programs to create documents, spreadsheets, update databases, and track collections.

Contact: Susanne Adams 906-884-2085, ext. 14 or smadams@fs.fed.us

VACANCY ANNOUNCEMENT NO. 17-TEMP-S9-0326-4OACL-DT

Opens: March 2, 2017 and Closes: March 8, 2017

LaborerWG-3502-03– Applicant serves as part of a work crew and performs a variety of duties in support of road maintenance and/or facility maintenance work. The work requires prior experience or training, some degree of manual skill and very heavy physical effort. Will work with a variety of tools, vehicles, and other heavy equipment to accomplish tasks. Work week is Monday-Friday, 40 hours/week.

Contact: Mike Bigelow at 906-358-4057 or mbigelow@fs.fed.us

VACANCY ANNOUNCEMENT NO. 17-TEMP-S9-3502-3LABO-DT

Opens: March 2, 2017 and Closes: March 8, 2017

Bio Science Tech (Plants) GS-0404-07 – This position will serve as a technical assistant responsible for the collection, organization, and analysis of data for botanical species and plant habitats on the Ottawa National Forest. Coordinates with resource specialist in planning work. Develops plans to collect data for use in habitat and species condition analyses. Collects survey and inventory data to determine species identity, population characteristics, environmental conditions, and factors affecting the vigor and extent of the species and their habitat. Keeps records of all data and produces maps of survey areas. Applicants need to have a valid driver's license.

Contact: Sue Trull 906-932-1330, ext. 312 or strull@fs.fed.us

VACANCY ANNOUNCEMENT NO. 17-TEMP-S9-0404-7BSTP-DT

Opens: March 2, 2017 and Closes: March 8, 2017

HOW TO APPLY

FOR A TEMPORARY POSITION

The vacancy announcements for positions identified are available at: www.usajobs.gov. Applicants must submit their application through www.usajobs.gov. Candidates can select from any of the following duty stations: Ironwood, MI; Watersmeet, MI; OR Kenton, MI.

MINIMUM QUALIFICATIONS and PAY ESTIMATES

Grade	Hourly Rate
GS-1	\$10.21
GS-2	\$11.48
GS-3	\$12.53
GS-4	\$14.07
GS-5	\$15.74
GS-6	\$17.54
GS-7	\$19.49

Example of Minimum Qualification Requirements for GS-3 and GS-4 positions

Grade 03: Qualifying experience for the GS-3 level includes six months general experience that demonstrates the applicant's ability to perform the work of the position or that provided familiarity with the subject matter or processes of the occupation.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE: Experience requirements may be met by successful completion of one (1) academic year of post high school education which included at least 6 semester/9 quarter hours in any combination of courses such as range management or conservation, agriculture, forestry, wildlife management, engineering, biology, mathematics, or other natural or physical sciences.

COMBINATION OF EDUCATION AND EXPERIENCE: Equivalent combinations of successfully completed education and experience may be used to meet the experience requirements.

Grade 04: Qualifying experience for the GS-04 level includes six months general experience that demonstrates the applicant's ability to perform the work of the position or that provided familiarity with the subject matter or processes of the occupation AND six months specialized experience at the GS-03 level that is directly related to the line of work of the position to be filled and which has equipped the applicant with the particular knowledge, skills, and abilities to successfully perform the duties of the position.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE: Experience requirements may be met by successful completion of two (2) academic years of post-high school education which included at least 12 semester/18 quarter hours in any combination of courses such as forestry, agriculture, crop or plant science, range management or conservation, wildlife management, watershed management, soil science, natural resources (except marine fisheries and oceanography), outdoor recreation management, civil or forest engineering, or wildland fire science. No more than 3 semester hours in mathematics is creditable.

COMBINATION OF EDUCATION AND EXPERIENCE: Equivalent combinations of successfully completed education and experience may be used to meet the experience requirements.

The Forest Service is an Equal Opportunity employer.