



Sierra National Forest
Forest Headquarters
Bass Lake RANGER DISTRICT
High Sierra RANGER DISTRICT



*****OUTREACH NOTICE*****

The Sierra National Forest (including the Bass Lake and High Sierra Ranger Districts) located in Central California is currently filling several temporary seasonal positions.

These are temporary seasonal positions not to exceed 1039 hours. This notification is being circulated to inform interested individuals of these current opportunities. Some of these vacancies have already opened and additional positions will start opening over the next several weeks. In past years the vacancies have been advertised under Open Continuous Recruitment (OCR) bulletins that did not have closing dates. **This process has changed. Applicants will now have to apply to specific Forest vacancy announcements. The vacancy announcements will be open for an average of 14 days, so check the closing date.**



Sierra National Forest

Outreach Bulletin Temporary Wildlife Positions

**These positions are currently
OPEN.**

**Contact the following individual
now for specific questions about
position details**

Contact Information:

Kim Sorini
High Sierra RD
ksorini@fs.fed.us
559-855-5355 ext 3328

Theresa Lowe
Bass Lake RD
tmlowe@fs.fed.us
559-877-2218 ext 3214

USAJOBS Location(s):

North Fork, CA -(Bass Lake RD)

Prather, CA -(High Sierra RD)

Temporary Seasonal Employment

SERIES	GRADE	TITLE	SPECIALTY	ANNOUNCEMENT #
0404	3	Biological Science Aid	Wildlife	TEMP-R5-GS404-3-BIO AID-DT
0404	4	Biological Science Technician	Wildlife	TEMP-R5-GS404-4-WDLIFE-DT
0404	5	Biological Science Technician	Wildlife	TEMP-R5-GS404-5-WDLIFE-DT
0404	6	Biological Science Technician	Wildlife	TEMP-R5-GS404-6-WDLIFE-DT

Duties: Independently, or as part of a team, participates in procedural wildlife-related assignments where methods and techniques are well established. Makes browse surveys; takes and records measurements such as counting stems, identifying species, measuring leaders, etc.; identifies and measures species and conditions; delineates wildlife habitat types on topographic maps; and, identifies habitat condition.

Potential applicants must apply by February 26, 2014. Applications can be completed at:

<https://www.usajobs.gov/>

Sierra National Forest Information:

<http://www.fs.usda.gov/sierra/>

**Applications will be
accepted February 13-26,
2014 through USAJOBS.**

Sierra National Forest

Outreach Bulletin Temporary Fish Positions

**These positions are currently
OPEN.**

Contact the following individual
now for specific questions about
position details

Contact Information:

Stephanie Barnes
High Sierra RD
slbarnes@fs.fed.us
559-855-5355 ext 3343

USAJOBS Location:

Prather, CA -(High Sierra RD)

Temporary Seasonal Employment

SERIES	GRADE	TITLE	SPECIALTY	ANNOUNCEMENT #
0404	4	Biological Science Technician	Fish	TEMP-R5-GS404-4-FISH-DT
0404	5	Biological Science Technician	Fish	TEMP-R5-GS404-5-FISH-DT
0404	6	Biological Science Technician	Fish	TEMP-R5-GS404-6-FISH-DT
0404	7	Biological Science Technician	Fish	TEMP-R5-GS404-7-FISH-DT

Duties: Makes fish counts, and traps fry and fingerlings using such methods as baited minnow traps; identifies and measures species, recording numbers, lengths, weights etc.; takes scale samples; notes environmental factors prejudicial to fish habitat such as log jams and silting, and recommends corrective action; and independently determines count sites on assigned streams.

Potential applicants must apply by February 26, 2014. Applications can be completed at:

<https://www.usajobs.gov/>

Sierra National Forest Information:

<http://www.fs.usda.gov/sierra/>

**Applications will be
accepted February 13-26,
2014 through USAJOBS.**

Sierra National Forest

Outreach Bulletin Temporary Plants Positions

**These positions are currently
OPEN.**

**Contact the following individual
now for specific questions about
position details**

Contact Information:

**Joanna Clines
Bass Lake RD
jclines@fs.fed.us
559-877-2218 ext 3150**

USAJOBS Location:

North Fork, CA -(Bass Lake RD)

Temporary Seasonal Employment

SERIES	GRADE	TITLE	SPECIALTY	ANNOUNCEMENT #
0404	4	Biological Science Technician	Plants	TEMP-R5-GS404-4-PLANTS-DT
0404	5	Biological Science Technician	Plants	TEMP-R5-GS404-5-PLANTS-DT
0404	6	Biological Science Technician	Plants	TEMP-R5-GS0404-6-PLANTS-DT
0404	7	Biological Science Technician	Plants	TEMP-R5-GS404-7-PLANTS-DT

Duties: Performs a variety of routine and frequently complex tasks involving forest plant projects and program planning activities.

Collects biological and vegetation specimens and samples and prepares them for laboratory analysis. Is responsible for the accumulation, coding, transcription and processing of information; edits and corrects records; and provides quality control of automatic data processing entries. Tabulates results and prepares graphs and charts according to instructions. Assists in the design of new plant projects.

Potential applicants must apply by February 26, 2014. Applications can be completed at:

<https://www.usajobs.gov/>

Sierra National Forest Information:

<http://www.fs.usda.gov/sierra/>

**Applications will be
accepted February 13-26,
2014 through USAJOBS.**

Community and surrounding areas: The Sierra National Forest lies in Central California, on the western slope of the Sierra Nevada mountain range. This 1.3 million acre National Forest is bounded on the south by the Sequoia-Kings Canyon National Park and on the north by Yosemite National Park. The Supervisor's Office is located in **Clovis**, California, midway between San Francisco and Los Angeles tucked inside the agriculturally rich San Joaquin Valley.

The surrounding area offers endless opportunities for recreation, including camping, fishing, sailing, waterskiing, whitewater rafting and kayaking, off highway vehicle routes, skiing, hiking, backpacking, hunting and horseback riding.

The Bass Lake Ranger District is in the town of **North Fork**, geographic center of California, is situated in the Sierra Nevada foothills at the 2,600 foot elevation. The community's slogan is "Above the fog and below the snow!" North Fork has a population of around 3,700 people and has a grocery store, two gas stations, three hardware stores, several churches and restaurants, as well as a variety of other businesses. A former mill town whose people depended for decades upon the timber industry, the community is currently developing a plan to restore the old mill site for the benefit of the local economy. The town of North Fork has become a national role model for its work with the Forest Service in rural development.

The High Sierra Ranger District office is located in the town of **Prather**, CA. Prather (and the nearby communities of Auberry and Tollhouse) are rural communities located about 30 minutes from the Sierra National Forest Supervisor's Office in Clovis. Five wilderness areas enhance the High Sierra Ranger District: John Muir, Kaiser, Dinkey Lakes, Monarch and the Ansel Adams. In addition, there are six major lakes: Shaver, Huntington, Edison, Wishon, Courtright and Florence. The Kings River, a Wild and Scenic River, and the Kings River Special Management Area define the southern boundary of the District and Forest. The San Joaquin River borders the northern section of the District. The District comprises approximately 65% of the Sierra National Forest. Elevations on the district range from below 1,000 feet to over 13,000 feet. Hydropower is a major component of the District. The recreational opportunities such as hiking, fishing, kayaking, hunting, alpine skiing, nordic skiing, sailing, water skiing, white water rafting, snowmobile routes, mountain biking and tour cycling routes, 4-wheel drive routes, golfing, horseback riding, rock climbing and many more activities can be experienced on the District and in the surrounding area.

For more information about the Clovis, North Fork, and/or Prather areas, check these websites:

<http://www.fs.fed.us/r5/sierra/>

<http://www.visitclovis.com/index.html>

<http://www.fresnochamber.com/chamber/>

<http://www.north-fork-chamber.com/index.html>

[http://www.ask.com/wiki/Prather, California](http://www.ask.com/wiki/Prather,_California)

APPLICANT GUIDE

These appointments are temporary seasonal positions. The vacancy announcements are listed in this document and posted on USAJOBS at www.usajobs.gov/.

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

1. **CREATE AN 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 have experience as a firefighter, be sure to attach your IQCS, or IQS, Master Record to both your USAJOBS account and your application. This documentation supports what you are submitting in your application. Failure to attach it may disqualify you from being eligible for higher graded fire positions, specifically at the GS-5 level or higher.
- **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.

➤ **Special Notes:**

- 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 that have been 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.**
- It is important to remember that your answers to the minimum qualification – knowledge, skills, and abilities – questions must be supported by the contents of your resume or attached documents.

REGARDING RESUMES:

Your resume is the basis for determining qualifications, so you need to be as complete as possible. There are a number of items that should be included to improve your chances of making the referral list and being selected for a seasonal/temporary position with the 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:

- 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.

AGENCY CONTACT INFO:

HRM Contact Center

Phone: 877-372-7248 Option 2

TDD: 800-877-8339

Email: fsjobs@fs.fed.us