

**USDA FOREST SERVICE – INTERMOUNTIAN REGION  
R - 4**



**WILDLAND FIREFIGHTER  
APPRENTICESHIP  
STUDENT CAREER  
EXPERIENCE PROGRAM**

**OPENS:** June 28, 2010

**CLOSES:** September 24, 2010

**This Bulletin is to alert interested individuals that the Intermountain Region of the US Forest Service is now assessing student interest in its Wildland Firefighter Apprenticeship Program.**

**WILDLAND FIREFIGHTER APPRENTICESHIP PROGRAM DESCRIPTION:**

The Wildland Firefighter Apprenticeship Student Career Experience Program (SCEP) is designed to prepare applicants for permanent firefighter positions within the agencies by integrating formal training with paid work experience. The program is conducted in accordance with a planned schedule and working agreements between the Agency, the student, and the Department of Labor.

Individuals will be required to complete two four-week formal residential training academies in McClellan, California, 4,000 hours of on-the-job experience, completion of required formal training within a minimum of 2 but no more than 4 years, with target promotion potential to a career/career-conditional appointment, Wildland Firefighter-Forestry Technician, GS-462-5, upon completion of all apprenticeship and OPM qualification requirements.

## **FIREFIGHTER APPRENTICE DUTIES:**

Incumbent will work in initial attack, extended attack, large fire incidents, fire rehabilitation projects or restoration assignments as part of a hand crew, engine, or helicopter module. They will identify and mitigate safety hazards in the work environment, review/write Job Hazard Analysis, and conduct safety briefings during prescribed fire and wildland fire activities. Trainees will conduct fire ground proficiency drills, obtain weather forecasts and fire intelligence, and maintain fire equipment such as tools, pumps, and vehicles. They will serve in various functions during the planning, preparation, implementation, and monitoring phases of wildland fire use and/or mechanical or chemical vegetation treatments. Other duties for the trainee may include, but are not limited to: dispatch and prevention/education functions and fire business practices (timekeeping, record keeping, fire reports, medical forms, incident check-in and demobilizations, etc.).

## **LOCATION & NUMBER OF FIREFIGHTER APPRENTICE (GS-499) POSITIONS AVAILABLE:**

Wildland Firefighter Apprenticeship positions may be hired for any of the following forests in Region Four (Mid-Southern Idaho, Wyoming, Nevada, and Utah): Boise NF, Bridger-Teton NF, Caribou-Targhee NF, Dixie NF, Fishlake NF, Humboldt-Toiyabe NF, Manti-LaSal NF, Salmon-Challis NF, Sawtooth NF, and Unit-Wasatch-Cache NF. However, forest participation is optional and varies from year to year.

**AREA OF CONSIDERATION:** Nationwide

## **APPRENTICE REQUIREMENTS:**

- **BASIC REQUIREMENTS:**

- Must be at least 18 years old by date of appointment. Maximum entry age is 37.
- Must be a United States citizen or national (resident of American Samoa or Swains island). If you are not a citizen, you may participate if you are legally admitted to the United States as a permanent resident, and are able to meet citizenship requirements prior to completion of your apprenticeship.
- Males born after 12/31/59 and desiring federal employment must be registered with the Selective Service System.
- GS-3: 6 months general work experience (any type of work that demonstrates applicant's ability to perform the work of the position or experience that provided a familiarity with the subject matter or processes of the broad subject area of the occupation), **or** 1 year above high school with courses related to the position (forestry, agriculture, crop or plant science, range management, wildlife management, recreation management, civil or forest engineering or wildland fire science).
- GS-4: 6 months general work experience (as described above) **and** 6 months of specialized work experience (experience that is in or related to the line of work of the position to be filled or which has equipped the applicant with the specific knowledge, skills, and abilities to successfully perform the duties of the position). This experience could include wildland fire suppression or prescribed fire experience, working on an engine, hand crew, or helitack crew. **or** 2 years

above high school with courses related to the position (forestry, agriculture, crop or plant science, range management, wildlife management, recreation management, civil or forest engineering or wildland fire science).

- Applicants may meet the above qualification requirements based solely on experience, solely on education, or a combination of experience and education.

## CONDITIONS OF HIRE:

- **Medical Requirements:** The duties of this position requires sustained, arduous physical exertion under rigorous and unusual conditions. Persons appointed will be potentially subject to extreme physical danger and irregular and protracted hours of work. The health of individuals must be such that they have the capacity to meet demands for performance in the position and for human reliability. Before entrance on duty and periodically during employment, individuals must undergo a medical examination and pass a work capacity test at the arduous level. Failure to meet any of the required medical qualifications will usually be considered disqualifying for employment or a basis for termination, except when substantial evidence is presented that the individuals can perform the essential functions of the job efficiently and without hazard to themselves or others, with or without reasonable accommodation.
- **Work Capacity Test:** Federal agencies have adopted the Work Capacity Test (WCT) as a method of assessing employees' fitness levels for fire qualifications for positions covered by this recruitment bulletin. It is a requirement to take and pass the WCT at the arduous level. The arduous WCT will consist of completing a three-mile hike, within forty-five minutes, while carrying a forty-five pound pack. It is strongly advised that applicants consult with a physician and begin training at least four weeks prior to undergoing the WCT.
- **Drug Testing:** Some positions will be subject to pre-appointment and random drug testing as determined by the position description; positions requiring a Commerical Driver's License, use of firearms/explosives, etc. Applicants will be notified of required testing prior to job offer.
- **Drivers License:** These positions require driving government owned or leased vehicles. Therefore, it is a requirement that applicants possess and maintain a valid state driver's license during their term of apprenticeship in order to obtain a U.S. Government driver's license.
- **CDL:** Some positions may require a commerical drivers license (CDL) to operate certain vehicles. For positions that require a CDL, an applicant will be notified at the time of tentative job offer.
- **Travel:** The incumbent will be assigned to one duty location. However, temporary travel will be required to other duty locations to attend the academies and if required, to obtain on-the-job experience. In addition, 11 or more nights per month of travel may be required.

## **ACADEMY REQUIREMENTS:**

- Basic Academy: On the first day of the Basic Academy, selectees will be given and must pass the S-190 Wildland Fire Behavior exam in order to continue in the program. There is no retesting given for this exam.
- Apprentices must also pass all course material at the Basic and Advanced Academies at the required academy standards. Some courses are required prior to attending basic academy.
- Students are also required to participate in physical training and testing, live in the barracks, and eat at the facility. Apprentices must maintain their barracks and are required to wear their agency uniform while on duty.
- Failure to satisfactorily meet academic or physical standards, medical requirements, or complete the required training program will result in removal from the program.
- Apprentices will also be required to sign a mobility agreement, permitting placement to any vacant position within the Agency upon completion of training.

## **SALARY, PROBATIONARY PERIOD, TOUR OF DUTY, BENEFITS:**

Salary: GS-3; \$11.95 per hour, \$24,933 per year. GS-4; \$13.41 per hour, \$27,990 per year. Local rates may be higher. All positions have promotion potential to the GS-5 level **after** satisfying all apprenticeship training requirements and OPM qualification requirements.

All selected individuals will be subject to a probationary period. During this time period, the employee's conduct and performance will be monitored to determine if the employee will be retained.

**Upon conversion** (completion of the apprentice program requirements and OPM qualifications) these positions will be eligible for noncompetitive conversion to permanent seasonal, Forestry Technician, GS-462-5 positions with varying tours of duty. This may include weekend work and irregular and protracted hours of work. Tours of duty may be full-time or less than full-time. Permanent seasonal positions are subject to release to nonpay status and recall to duty to meet workload requirements as a condition of employment.

Apprentice positions are scheduled for a minimum of 13 two-week payperiods (26 weeks) a year. The remaining 13 pay periods may be in non-pay status.

Benefits include a variety of health insurance plans; a retirement system with investment options; paid holidays; paid sick leave and vacations; life insurance; incentive systems, etc.

These are primary firefighter positions under provisions of 5 U.S.C. 8336(c)(CSRS) and 5 U.S.C. 8412(d)(FERS). Persons making their first entry into a firefighter position under these authorities cannot be selected if they have reached age 37. Persons already in covered secondary positions or persons with previous approved service who apply for a primary position cannot be considered if their age at re-entry into the primary position is 37 after subtracting from their current age their years of covered service in approved positions that meet the requirement for FERS retirement. Only years of covered service that are creditable for potentially creditable toward retirement may be subtracted. The burden is on applicants to prove they served in approved positions (letter from previous agencies, ruling from OPM, official position description, etc.) citing primary firefighter coverage. **This proof must be submitted with your application.**

#### **OTHER INFORMATION:**

Relocation expenses will not be paid for these positions. Rare exceptions may be made if a shortage of applicants is documented and necessitates payment for a specific grade or location.

Availability of Forest Service Affiliated Day Care Facilities and Government Housing will depend on location.

Bargaining unit status will vary upon assignment location.

#### **VETERANS' PREFERENCE:**

Generally, preference is granted to veterans who entered military service prior to October 14, 1976; or served on active duty during the period from August 2, 1990, through January 2, 1992, and who are otherwise eligible; or who have served in a military action for which they received a Campaign Badge or Expeditionary Medal. This includes the Armed Forces Expeditionary Medal (AFEM) awarded to those who participated in Operation Joint Endeavor or Operation Joint Guard. You must submit a copy of your DD-214 with your application. Also, individuals may be entitled to veterans' preference if they are a disabled veteran; have received a Purple Heart; are the spouse or mother of a disabled veteran; or are the widow, widower, or mother of a deceased veteran. You will need to submit a Standard Form (SF) 15 and proof of your claim

## HOW TO NOTIFY US OF YOUR INTEREST IN THE INTERMOUNTAIN REGION'S WILDLAND FIREFIGHTER APPRENTICESHIP PROGRAM (WFAP):

Complete and submit the following documents via email (preferred), fax, or surface mail (one method only). Submit all of the following documents to the address in the "Where To Send" section.

**DEADLINE:** Your application package must be **received by September 24, 2010**. Incomplete or late applications will not be considered.

1. **Wildland Firefighter Apprenticeship Questionnaire** (attached).
2. **Your Resume**, which should include this announcement, veteran's preference (if ELIGIBLE), all work experience (with start and end dates using month/year), education, training, self-development, awards, commendations, outside activities, college transcript(s) or other information relevant to the target occupation. Please see **IMPORTANT NOTE** below.
3. **Copy of DD-214**, Report of Separation from Active duty, will be required before appointment for those claiming Veteran's Preference and additional documentation may be required. Generally, preference is granted to veterans who entered military service prior to October 14, 1976; or served on active duty during the period from August 2, 1990, through January 2, 1992, and who are otherwise eligible; or who have served in a military action for which they received a Campaign Badge or Expeditionary Medal. This includes the Armed Forces Expeditionary Medal (AFEM) awarded to those who participated in Operation Joint Endeavor or Operation Joint Guard.
4. **SF-15**, Claim for 10-Point Veteran, as well as proof required on the form, if you are claiming compensable disability preference. Individuals may be entitled to veterans' preference if you are a disabled veteran; you have received a Purple Heart; you are the spouse or mother of a disabled veteran; or you are the widow, widower, or mother of a deceased veteran. This form can be found at:  
[http://www.fs.fed.us/r1/employment/forms/sf0015\\_vetrans\\_preference.pdf](http://www.fs.fed.us/r1/employment/forms/sf0015_vetrans_preference.pdf)
5. **AD-1086**, USDA Applicant Supplement Sheet (attached and is optional).

### **IMPORTANT NOTE – Please Read:**

Materials submitted by students will be filed electronically on a Forest Service Server as they are received so that they can be efficiently accessed by supervisors all across Region Four. The electronic versions of student notifications of interest will be edited to protect personal information before posting. **Please assist us in keeping your personal information confidential. Do not include information such as your Social Security Number, Student ID number or any other identifying information in your materials** or on your resume.

Applicants should edit all other documents so that personal information is omitted, or blacked-out on printed or photocopied pages. Please take the time to protect your personal information so that your materials can be posted for review as soon as possible. Contact information, such as addresses and phone numbers are not considered personal information.

**APPLICANT NOTIFICATION:** Hiring will occur in late November. Only applicants who are selected will be notified. Please provide a valid E-mail address if you would like to be notified that your application has been received.

The Agency assumes no responsibility for the delivery of applications. It is the responsibility of applicants to ensure receipt of their application, regardless of the method used. Applications, submitted in postage paid government envelopes will not be accepted.

**PROGRAM INFORMATION:** For information about the Wildland Firefighter Apprenticeship Student Career Experience Program and/or application process please contact Kim Osborn at (801) 625-5717. Or check out the website at <http://www.wfap.net>.

**WHERE TO SEND:**

Student materials will be accepted via email (preferred), fax, or surface mail. Submit using ONE method only. Electronic versions submitted by email using a Word or .rtf format are preferred. Scanning, editing, and conversions of hard-copy materials for electronic posting may delay those documents being posted and reviewed in a timely fashion.

<b>E-Mail:</b> (Preferred Method)  <a href="mailto:kosborn@fs.fed.us">kosborn@fs.fed.us</a> Subject: WFAP Recruitment Response	<b>Surface Mail:</b>  USDA Forest Service Federal Building Attn: Kim Osborn WFAP Recruitment Response 324 25 <sup>th</sup> Street Rm 5009, Ogden, Utah 84401	<b>Fax:</b>  (801) 625-5594 Subject: WFAP Recruitment Response  (Please include the number of pages you transmit, and a return voice-number)
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Persons with disabilities will receive consideration for reasonable accommodations in the hiring process for any physical, mental, or emotional impairment. Applicants should submit requests for reasonable accommodation with their job applications and provide supporting medical documentation. The decision on granting reasonable accommodation will be on a case-by-case basis by the WFAP National Coordinator. Reasonable Accommodation Contact for Region Four: Kim Osborn at (801) 625-5717.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue SW, Washington, DC 20250-9410 or call 202-720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

**CONTACT INFORMATION:**

**SCEP Program:**

Davina Diaz

E-Mail: [davinadiaz@fs.fed.us](mailto:davinadiaz@fs.fed.us)

Phone: 801-625-5144

Fax: 801-625-5399

**WFAP Information/**

**Reasonable Accommodations:**

Kim Osborn

E-Mail: [kosborn@fs.fed.us](mailto:kosborn@fs.fed.us)

Phone: 801-625-5717

Fax: 801-625-5594



**3. FIRE TRAINING COURSES COMPLETED:** Enter year attended, provider and location.

<b>Course Title</b>	<b>Year</b>	<b>Provider</b>	<b>Location</b>
S-130 Basic Firefighter			
S-190 Introduction to Fire Behavior			
I-220 Basic ICS (or I-100 or I-200)			
S-200 Initial Attack I.C.			
S-130 Basic Firefighter			
S-201 Intro to Fire Supervision			
S-205 Fire Ops in the Urban Interface			
S-211 Portable Pumps and Water Us			
S-212 Power Saws			
Other:			

**4. FIRST AID TRAINING:** (list course, year attended, provider and location).

<b>Course Title</b>	<b>Year</b>	<b>Provider</b>	<b>Location</b>

**5. Do you have a current EMT certificate? Yes [ ] No [ ]**

Do you have a current First Responder certificate? **Yes [ ] No [ ]**

If yes, list

<b>Certificate Type:</b>	<b>Issuing Agency</b>	<b>Date of Expiration:</b>

6. Number in order of forest preference, units within Region Four that you would like employment consideration according to preference. However, you will be considered by all forests within Region Four who have positions available.

**NATIONAL FOREST APPRENTICE CONTACTS/PREFERENCE**

UNIT/FOREST	COORDINATOR	TELEPHONE	FOREST PREFERENCE **
Boise NF	Hope Spriggs	(208) 384-3376	
Dixie NF	Pete Goetzinger	(435) 865-3271	
Fishlake NF	Noni Dalton	(435) 896-1606	
Humboldt – Toiyabe NF	Mark Ingram	(775) 355-5317	
Salmon – Challis NF	Tom Gonnoud	(208) 865-2713	
Unita – Wasatch – Cache NF	Cody Peel	(801) 625-5112	

**\*\*NOTE:** Not all National Forests listed above will be hiring apprentices this season. All applicants will be considered for all areas. Your preferences, if recorded above, will be taken into considering if possible.

CASE FILE NUMBER: \_\_\_\_\_

(FOR OFFICE USE ONLY)

AD-1086  
FORM APPROVED  
OMB No O. 0505-009

**U.S. DEPARTMENT OF AGRICULTURE APPLICANT SUPPLEMENTAL SHEET**

Applicants for positions with the U.S. Department of Agriculture (USDA) are requested to provide the following information for statistical purposes only. The information will be used to evaluate USDA'S recruitment and hiring activities. Public Law 93-579 (Privacy Act of 1974) permits solicitation of personal information. **SUBMISSION OF THIS INFORMATION IS VOLUNTARY.** Your failure to do so will not affect the processing of your application. Your cooperation is appreciated.

**1. Which of the following best describes your current employment status? (Check no more than two.)**

- 01 College/university teaching or research
- 02 Private Industry
- 03 State/local government
- 04 Federal government
- 05 Member of the military
- 06 Unemployed
- 07 Current USDA employee
- 08 Other: \_\_\_\_\_

**2. Which of the following describes your veteran preference status? (Check One.)**

- 01 None
- 02 5 point
- 03 10 point disability
- 04 10 point compensable
- 05 10 point other
- 06 10 point/30%compensable

**3. Which of the following describes your race/national origin? (Check one.)**

- A American Indian/Alaskan Native
- B Asian or Pacific Islander
- C Black, not of Hispanic origin
- D Hispanic
- E White, not of Hispanic Origin
- Y Not Hispanic, Puerto Rico
- Q All Other Asian or Pacific Islander in Hawaii

**4. Which of the following best describes your disability status? (Select all that apply.)**

- 01 No disability
- 02 Hearing impairment
- 03 Vision impairment
- 04 Missing extremities
- 05 Partial paralysis
- 06 Complete paralysis
- 07 Convulsive disorder
- 08 Mental retardation
- 09 Mental or emotional illness
- 10 Severe distortion of limbs and/or spine
- 11 I have a disability not listed

**5. Are you: (Check one.)**  Male  Female

**THANK YOU FOR FILLING OUT THIS FORM**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0009. The time required to complete this information collection is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.



**THE DEPARTMENT OF AGRICULTURE IS AN EQUAL OPPORTUNITY EMPLOYER**

Caring for the Land and Serving People