



Humboldt-Toiyabe National Forest Carson Ranger District



Fire Management Positions Outreach

All applications MUST be submitted by 01/02/2013 to be eligible

The Carson Ranger District of the Humboldt Toiyabe National Forest is looking for a committed, hardworking, highly skilled workforce to manage wildfires and work in fuels management. The fire and aviation management program is very rewarding and requires talented and skilled people working safely as part of a team in a variety of specialized positions; including engine crews, a hotshot crew, and fire prevention.

The Region 4 Fire Hire program is being implemented to streamline the hiring process for permanent fire positions and provide consistent hiring throughout the Region. This hiring process assists the National Forests in the Intermountain Region (R4) to fill vacancies in an efficient and timely manner. **The unique feature of Fire Hire is the ability to immediately backfill positions that have been vacated.**

Included in this outreach are the announcement numbers for GS-0462-04 through GS-09 current permanent fire positions covered by the Open Continuous Rosters (OCRs). Apply to vacant announcements via the "USAJOBS" webpage.

It is important that applicants understand, although a current position/ location may not be vacant, it could become vacant and filled during the selection period. Interested individuals should **apply to ALL positions and locations** where you would accept a job offer, whether the position(s) are currently vacant or not.

Contacts for vacancies:

Dan Gustafson	ADFMO	(775) 787-3224	dgustafson@fs.fed.us	Carson RD (North)
Charles Dobson	ADFMO	(530) 694-2142	cdobson@fs.fed.us	Carson RD (South)
Matt Hoggard	IHC Supt	(775) 721-0684	mhoggard@fs.fed.us	Carson RD
Mike Wilde	DFMO	(775) 882-2766	mwilde@fs.fed.us	Carson RD

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Current Vacancies:

Position	Title	Duty Location	Tour	Vacancy Announcement #	Contact
GS-0462-5,6,7 FPT	Fire Prevention Technician	Carson City, NV	18/8	OCR-462-PREV-5/6/7G and DP	Charles Dobson
GS-0462-7 FEO	Fire Engine Operator	Markleeville, CA	13/13	OCR-462-FEO(H)- 7G and DP	Charles Dobson
GS-0462-4/5 SRFF	Senior Firefighter (Engine)	Reno, NV	13/13	OCR-462-ENGSRFF-4/5 G and DP	Dan Gustafson,

Positions that may become vacant:

Engines:

Position	Title	Duty Location	Tour	Vacancy Announcement #	Contact
GS-0462-7/8 SFEO	Supervisory Fire Engine Operator	Reno, NV; Minden, NV; Markleeville, CA	18/8	OCR-462-SFEO(H)-7/8G and DP	Dan Gustafson, Charles Dobson
GS-0462-7 FEO	Fire Engine Operator	Reno, NV; Minden, NV; Markleeville, CA	13/13	OCR-462-FEO(H)- 7G and DP	Dan Gustafson, Charles Dobson
GS-0462-6 AFEO	Assistant Fire Engine Operator	Reno, NV; Minden, NV; Markleeville, CA	13/13	OCR-462-AFEO- 6G and DP	Dan Gustafson, Charles Dobson

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Black Mountain IHC:

Position	Title	Duty Location	Tour	Vacancy Announcement #	Contact
GS-0462-4/5 SRFF	Senior Firefighter (IHC)	Carson City, NV	13/13	OCRP-462-IHC/HCREW-4/5G and DP	Matt Hoggard

Prevention:

Position	Title	Duty Location	Tour	Vacancy Announcement #	Contact
GS-0462-5/6/7 PREV	Fire Prevention Technician	Carson City, Reno, NV	18/8	OCRP-462-PREV-5/6/7G and DP	Dan Gustafson, Charles Dobson

The Positions

Applications must be submitted through "USAJOBS". Each announcement has instructions on how to apply. Applicants are encouraged to apply for multiple locations, even if vacancies for certain locations are not listed as vacant, vacancies may occur during the hiring process and be filled at that time.

As the positions above are filled, other positions may become available. Please be sure to apply for all positions that you are interested in at all duty stations that you are interested in. **All positions have minimum standards (IFPM/FSPM) to meet and all requirements must be met at the time of hiring.**

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

For more R-4 Fire Hire information go to: http://www.fs.fed.us/r4/fire_hire/

For more info on IFPM go to: <http://www.fs.fed.us/fire/management/ifpm/index.html>

Engine positions require the selectee to obtain or possess a Commercial Driver's License (CDL) and therefore, are Testing Designated Positions (TDP) under the Department of Transportation (DOT)/Forest Service Alcohol and Controlled Substance Testing Program. Applicants tentatively selected for these positions will be required to submit to urinalysis to screen for illegal drug use unless they currently occupy a TDP under the DOT/Forest Service Alcohol and Controlled Substances Testing Program. Final appointment is conditional on a negative drug test. This announcement constitutes 30 days advance notice.

It is recommended that the candidate contact the listed supervisors for position information and consideration.

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The Region

The Intermountain Region in Ogden, Utah provides administrative oversight and support to thirteen National Forests located in, Utah, Nevada, Eastern California, Western Wyoming, and Southern and Central Idaho. The region covers 31,816,792 acres in the National Forest Systems. There are approximately 2200 permanent employees in Region 4.

The Forest

At over 6.3 million acres, the Humboldt-Toiyabe (H-T) is the largest National Forest in the contiguous United States. The Forest spans Nevada's high elevation watersheds, with an additional one million acres of land in Eastern California, along the Sierra Front. The Forest consists of four distinct geographic areas, the Sierra Nevada, Central Nevada, Northeastern Nevada, and the Spring Mountains outside of Las Vegas. The Nevada portion of the Forest extends from the Oregon/Idaho border south to Las Vegas, and from California to Utah. The Forest administers 5.3 million acres in 12 of Nevada's 17 counties; and one million acres in 7 California counties. For additional Forest information check out the H-T website at: <http://www.fsweb.h-t.r4.fs.fed.us>

The District

The Carson District is part of what is known as the Sierra Front and consists primarily of the communities of Reno, Carson City, and Minden/Gardnerville. The Ranger Station is headquartered in Carson City, the State Capital of Nevada with approximately 55,000 residents. It is located 30 miles south of Reno (population 350,000) and 25 miles east of Lake Tahoe at the foot of the Eastern Sierra escarpment. The elevation of Carson City is approximately 4600 feet. The climate is semi-desert with an average of over 265 days of sunshine per year. During the summer months, high temperatures average around 90 F; during the winter, around 45 F. Average annual rainfall is approximately 11 inches, and average annual snowfall is 22 inches.

The south zone of the district includes parts of the Carson Iceberg and Mokelumne wildernesses. The East and West Forks of the Carson River run through the zone which totals approximately 150,000 acres of National Forest System lands and includes suppression responsibility on private and State lands in Alpine County. Markleeville is in scenic Alpine County, California which lies along the crest of the central Sierra Nevada, south of Lake Tahoe and north of Yosemite. Its name truly describes the area, since snow-covered peaks, high alpine meadows and beautiful forests are the main geographic features. El Dorado, Amador, Calaveras, Tuolumne, and Mono counties in California and Douglas County, Nevada border Alpine County. Alpine County has the smallest population of all counties in California (about 1200 people in 1996). Most of the population is concentrated around a few mountain communities: Markleeville, Woodfords, Bear Valley and Kirkwood. Residents enjoy a rural lifestyle, with the convenience of several city areas in the neighboring counties. Markleeville is the County seat, and home to many of the county's offices. Since Alpine County has no

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incorporated cities, most public services are provided by county departments and agencies.

The northern end of the District includes the greater metropolitan areas of Reno and Sparks NV. The population is approximately 350,000 and is about 30 miles north of the Carson Ranger District Office. This is a full service community with numerous schools at all levels of education including the University of Nevada at Reno. As the largest metropolitan community along the Sierra Front year round cultural and recreational opportunities abound. Recreational activities include world class Nordic and Alpine skiing, trophy trout fly fishing in the Truckee River and Pyramid Lake, mule deer hunting, and upland bird hunting opportunities, mountain and motor cross biking adventures, camping, and water sports in the nearby reservoirs and world re-known Lake Tahoe. Cultural activities range from philharmonic to country music concerts, plays, museums, art exhibits and fine dining. In addition to the opportunities offered by the immediate communities of Reno and Sparks are the additional prospects offered within a half days drive to the northern Californian west coast area of San Francisco.

Reno is a center for shopping, drawing citizens from nearby communities to shop at many large department stores and grocery stores. There are many fine and varied restaurants to choose from in Reno area. Year round recreation opportunities abound in the local area. Popular summer pastimes include youth and adult Softball leagues, golfing, fly fishing, mountain bike riding, horseback riding, and water sports at the world renown Lake Tahoe. Winter is time for Alpine and Nordic skiing, snowboarding, snow shoeing and snowmobiling. The World-class ski resorts in the immediate area include; Heavenly, Squaw Valley, Mt. Rose, Diamond Peak and Kirkwood all of which are within 30 minutes to one hour away.

Fire Program

The Carson Ranger District has one of the most extensive and complex fire suppression programs in the region. The district covers 2 states, 5 counties, and works with numerous rural and metropolitan Fire Districts. Reno and Carson City are heavily populated and provide a truly wildland urban interface fire environment within a grass, sage or pine fuel type. Fire suppression activities are typically very complex with a diverse response from cooperating fire suppression agencies and extreme fire behaviors allowing for opportunities to develop strong wildland fire skills. The district averages between 40-70 fires per year with fuel types ranging from High Sierra timber to Great Basin Desert brush and grass.

The Carson District fire organization consists of 1 DFMO, 2 ADFMOs, and 2 FOSs. Resources assigned to the District include; 1 Type 1 IHC (Black Mountain Hotshots), 6 Type 4 engines, and 4 FPTs.

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How to Apply

You can apply for any of these positions on the open & continuous announcements at "USAJOBS" by the application closing date. If you are interested, please submit your application before the January 02, 2013 closing date. **All applicants must attach a current copy of their IQCS Master Record to their application. Applicants will need to pick Reno, Carson City, Minden, NV and/or Markleeville, CA to identify the duty location(s) related to the position(s) they are interested in.** Through the announcement you will be instructed to electronically attach additional information (eg; resume, SF-50, training documentation/ certificates, college transcripts, etc.)

The Process and Timeline

December 2, 2012

Managers will be sending outreach announcements out on their vacant positions. It is highly recommend that candidates make contact with supervisors of these positions to discuss their interest in the jobs. The outreach map will give you lists of all current fire hire vacancies in the Region and lists of all GS4-GS9 fire positions in the Region.

January 2, 2013

Applications must be submitted through eRecruit hiring services using USAJOBS as the portal. **Applicants must attach a copy of their IQSC Master Record or equivalent that will show they meet the IFPM requirements for the job.** Applicants are encouraged to apply for multiple locations, but only locations that they would accept a job at. You should apply for any position that you would be willing to accept even if it isn't vacant at the beginning of fire hire. The position could become vacant during hiring week and it will be filled in the backfill process at that time.

February 4-15, 2013

Beginning February 4 we will go over the applications and send out reference checks to applicant supervisors. The reference forms have to be back by February 14. Reference forms will be available on this page for the supervisor to send in if they won't be available during this time or if they would like to get them completed ahead of time.

February 18-22, 2013

Subject Matter Experts (SME) will meet to level applications per the R4 fire hire leveling criteria.

February 25 - March 1, 2013

Representatives from each forest will make recommendations for hiring. Applicants selected this week will be notified by a Forest Recommending Official by phone. Human Resource Management will notify applicants not selected either electronically or via email

April 8, 2013 - First Effective Date

This is the first possible starting date (excluding drug testing, transfer of station, and less than Permanent Full Time appointments). This date may be negotiated with supervisor.

Forest Service – Fire Program Management (FS-FPM) qualifications must be met by October 1, 2013.

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Outreach Notice Form

If you are interested in these positions, please complete the Outreach Form on the following page **no later than December 3, 2012.**
Fire Management Positions Outreach Form

Yes, I am interested in the following position(s):

Position Title/Series/Grade:
Location:
PERSONAL INFORMATION:
Name:
Address:
E-mail:
Phone:
Current title/series/grade:
Are you currently a Federal employee?
IF YES, current Agency and location:

Please email the completed outreach form no later than December 3, 2012

Engine and Prevention Positions:

Dan Gustafson at dgustafson@fs.fed.us

or

Charles Dobson at cdobson@fs.fed.us.

Hotshot Positions:

Matt Hoggard at mhoggard@fs.fed.us.

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Application Instructions:

Please read the entire announcement and all the instructions before you begin.

You must complete the application process and submit all required documents electronically by 11:59 p.m. Eastern Time (ET) on the closing date of this announcement (January 2, 2013).

Step1 – Create a USAJOBS account (if you do not already have one) at www.usajobs.gov. It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, then you will have to log into your USAJOBS account to check on the status of your application.

Step 2 - Create a Resume with USAJOBS or upload a Resume into your USAJOBS account. You may want to customize your resume to ensure it documents duties and accomplishments you have gained that are directly related to this position in order to verify that qualifications are met. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the How You Will Be Evaluated section of the job announcement).

Step 3 - Click "Apply Online" and follow the prompts to complete the Occupational Questionnaire and attach any additional documents that may be required.

You can update your application or documents anytime while the announcement is open. Simply log into your USAJOBS account and click on "Application Status." Click on the position title, and then select "Update Application" to continue.

REQUIRED DOCUMENTS:

The following documents must be submitted to constitute a complete application package. It is your responsibility to ensure that all required documents are received within the required timeframes. Our office cannot be responsible for incompatible software, illegible fax transmissions, delays in the mail service etc. Failure to submit required, legible documents will result in elimination from consideration.

1. Resume that includes the following information: 1) job information for which you are applying; 2) personal information; 3) education; 4) work experience; and, 5) other qualifications (**including IQCS Master Record**).

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2. College Transcripts if education is required for meeting basic qualifications and/or you are substituting education for specialized experience. An unofficial copy is sufficient with the application, however, if selected, an official college transcript will be required.
3. DD-214 (Member 4 Copy) and/or SF-15 Application for 10-point Veteran Preference if claiming Veterans' Preference or eligibility for appointment under the VRA, VEOA, or 30% Disabled Veterans hiring authority.
4. SF-50 Notification of Personnel Action if you are a current or former Federal employee that will verify your federal status, position title, series and grade. FSA County employees must provide the most recent Notification of Personnel Action (Form SF-50-B or FSA-50) that verifies permanent status. Also provide the SF-50 that reflects the highest grade level held on a permanent basis or the full performance level of your current position, whichever is higher.
5. Annual Performance Appraisal if you are a current Federal employee. Submit the most recently completed annual performance appraisal (dated within 18 months) which identifies the employee's official rating of record, signed by the supervisor, or a statement advising why the performance appraisal is unavailable. Do not submit a performance plan.
6. Certification of Disability if you are eligible for appointment based on a disability under the Schedule A hiring authority. 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>.
7. If you are eligible for appointment based on service in the Peace Corps, Vista, Action Cooperative, or another special authority, submit proof of eligibility.
8. CTAP/ICTAP documentation if separated from Federal service or pending separation based on a reduction in force (RIF) or other management workforce reduction action.

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Proof of eligibility must include a separation notice or Certificate of Expected Separation, SF-50 that documents the RIF separation action or most recent SF-50 (that is not an award), and latest performance appraisal (dated within the last 18 months) or a statement advising why one is unavailable.

NOTE: If a document is resubmitted, it replaces the previous submission, which means the previous document is no longer available to the Human Resources Office. If you are adding to, rather than replacing a previous submission, you must upload both the old document and the new document.

Please remember to submit a copy of your IQCS Master Record when applying to any of these announcements!!!

AGENCY CONTACT INFO:

HRM Contact Center

Phone: 877-372-7248 Option 2

Fax: 866-338-3718

TDD: 800-877-8339

Email: fsjobs@fs.fed.us