

## HELPFUL RESOURCES

[www.usajobs.gov](http://www.usajobs.gov)

to create an online profile and apply

[www.fs.fed.us/fsjobs](http://www.fs.fed.us/fsjobs)

for links and usajobs "How-Tos"

[www.fs.fed.usda.gov/payette](http://www.fs.fed.usda.gov/payette)

for forest information

[www.fs.usda.gov/main/payette/about-forest/jobs](http://www.fs.usda.gov/main/payette/about-forest/jobs)

for information on temporary, permanent and student employment

**Matt Carroll** [mcarroll@fs.fed.us](mailto:mcarroll@fs.fed.us)

the Fire and Aviation Outreach and Recruitment Coordinator for Region 4

### Ranger District Contacts:

#### West Zone

duty station locations at Council and Weiser

Rich Stiles 208-253-0111

Tom Schultz 208-549-4211

#### Central Zone

duty station locations at New Meadows and McCall

Carolyn Warden 208-347-0311

Rob Morrow 208-634-0411



## Application Steps

1. Log on to Internet Site:

[www.usajobs.gov](http://www.usajobs.gov)

2. Once you are at the site, click on the **Sign In** link.

3. **Note-New Users:** Click **Create an Account** to get started

4. After you register, use your **Username/Email** and **Password**, click **I agree. Sign me in.**

5. From your account you can update your profile or search/apply for jobs

**Update your Profile:** build or upload resumes, update your personal info, eligibility, preferences, etc. **Profile:** view saved jobs, saved documents, view application status

**Search/Apply for jobs:** from main page or profile page can do a basic or advanced search based on job info you know. **Basic:** you know the job and location. **Advanced:** you know the announce number, Agency, salary range, etc.

6. The search will produce a list of jobs, once you find one you're interested in, click the **Job Title** link for an overview

7. Click the **Apply Online** button.

8. Under **Resume** either select a previously uploaded resume or build a new one. Select the 2 required boxes and click **Apply for this position now!**

**You will be redirected to the application page**

9. Complete the **Core Eligibility Questions**, save and continue

10. On the **Applications Preferences** page, select preferences you are applying for, save and continue

11. On the **Minimum Qualifications** page, select appropriate boxes, save and continue

12. On the **Assessment Questions** page, select the appropriate boxes, save and continue

13. The **Application Summary** page allows you to view, print and return to edit any section. When complete, click **Submit Application Now.**

14. Once directed to the confirmation page, click **Submit Now**

You can **Withdraw or Edit Application** at any time prior to the vacancy close date. **Warning-**if you withdraw or edit your application will not be considered for that announcement until you resubmit it



## ZONE INFORMATION

The Payette National Forest is made up of approximately 2.3 million of some of the most diverse acres in the west. The forest can range from desert-like grass lands to high elevation granite peaks; bordered by the Frank Church River of No Return Wilderness to the east and seriously deep Snake and Salmon river canyons to the north and west.

The forest is broken into three different fire zones: Central, East and West with multiple engine and handcrew modules located on both Central and West zones. Payette Fire and Aviation Management is a professional organization committed to leadership, training, teamwork and safety. While fire jobs on the forest are competitive, we are always looking for motivated applicants who have an interest in natural resources, a desire to be in a diverse workforce and are prepared to work hard to build on the skills and knowledge they already possess.



## FIREFIGHTER INFORMATION

### JOB INFORMATION:

Firefighters use a variety of tools, such as chainsaws, pumps and helicopters to stop the progress of fires. Firefighters are combined into “modules” of people who work together all season. Engine modules are made up of three to seven people who use trucks equipped with water tanks and pumps to put water on fires. Handcrew modules, made up of ten people, construct fireline using tools and chainsaws. When not on fires, these modules work on forest improvement projects.

### APPLICATION INFORMATION:

Applicants can fill out applications online by going to [www.usajobs.gov](http://www.usajobs.gov)

Each applicant will have his or her own profile, so updating and/or changing personal information will be more convenient. There are various job announcements, so be sure you are applying to the position you want.

Special programs exist to help students and veterans get jobs. If you’ve served in the military, you may receive special consideration for jobs you’re interested in. If you are a student or recent graduate, the **Pathways Program** could help jump start your career. To see if you qualify, check out the **Resources** tab on the top of the [www.usajobs.gov](http://www.usajobs.gov) main website. There is more information, including links concerning these programs, forms and FAQs located there.



### SELECTION CONSIDERATIONS:

All applicants must be 18 years of age at the time of hire and provide proof of US citizenship. Payette Fire and Aviation expects a great level of physical fitness. All employees must pass the “Pack Test” before starting the fire season. This involves a 3 mile hike with a 45 pound pack, completed within 45 minutes. Fighting fire requires extended periods of physically demanding work and each fire module will have expectations beyond the pack test.

Positions are filled at “GS” level based on experience. GS-03 are entry level positions, GS-04 are for those with over 6 months of fire experience or a combination of work experience and education.

Some locations provide housing facilities based on availability.



### SALARY:

Employees are paid by the hour, based on their GS level. GS-03 start out at approximately \$11.95/ hour (2012). Applicants are paid time and a half for working over 40 hours during the week. For time worked on uncontrolled fires, they receive hazard pay, which is an additional 25% of your base pay.



### TRAINING:

Each fire module strives to build a strong, cohesive team through training and work experience. We work safe and efficiently, putting an emphasis on hands-on, classroom, scenario and leadership development training.

We expect a high level of physical fitness, spending one to one and

a half hours daily on physical fitness. Being in excellent shape and eating a nutritious diet helps protect us from injury and the effects of fatigue. Successful firefighters start working on their strength, stamina and flexibility months before starting their job. If you need ideas on a fitness regime, just ask!

## USDA FOREST SERVICE JOB ANNOUNCEMENT NUMBERS

An announcement number is a way of categorizing a type of job, like on an engine or handcrew module. One announcement number will allow you to apply for a specific type of job in multiple locations. We may fill open positions using multiple announcement numbers.

Find the appropriate announcement numbers by checking out the forest’s employment website at [www.fs.usda.gov/main/payette/about-forest/jobs](http://www.fs.usda.gov/main/payette/about-forest/jobs)

You can also find announcement numbers by searching usajobs or by calling contacts located at the districts.