How to Save a Search to Find Jobs on USAJobs
https://www.usajobs.gov/

1. **Log into your Profile in USAJobs**

2. **In <u>Keyword</u> Enter Forestry Technician, (or whatever Job Title you are Appling for such as Biological Science Technician) then push Search**

3. **On the left hand side you will see Refine Your Results By:**
   a. **Click on Pay Grade and Choose Grade 3 and Grade 4 (or whichever you looking for)**

4. Click on Department and Agency
a. Choose Department of Agriculture
b. Choose Forest Service

You are currently searching on:

Keyword: Forestry Technician	Remove
Grade: 3	Remove
Grade: 4	Remove
Agency: Department Of Agriculture, Forest Service	Remove

1 to 25 of 81 r

FORESTR

...provide assi
Handcrew whic

Salary:
Series & Gra
Location(s):
Open Period:
Announceme
Number:

Refine Your Results By:

Who May Apply:
- ◉ U.S. Citizens
- ○ Federal Employees ❓

▶ Pay Grade	❓
▶ Job Categories	❓
▶ Location	❓
▼ Department and Agency	❓

₊ Department Of Agriculture	(83)
☐ All Department Of Agriculture	(83)
☐ Department of Agriculture - Agency Wide	(1)
☑ Forest Service	(81)
☐ Office of Communications	(1)
₊ Department Of The Interior	(49)

FORESTR

...provide assi
These position

Salary:
Series & Gra
Location(s):
Open Period:
Announceme
Number:

5. Click on Work Type and Choose Temporary

▶ Work Schedule	❓
▼ Work Type	❓
Permanent	(3)
Temporary	(78)

FOREST

...provide as
technician, w

Salary:

6. Click on Location then Add Locations to Search

Refine Your Results By:

Who May Apply:
- ● U.S. Citizens
- ○ Federal Employees ❓

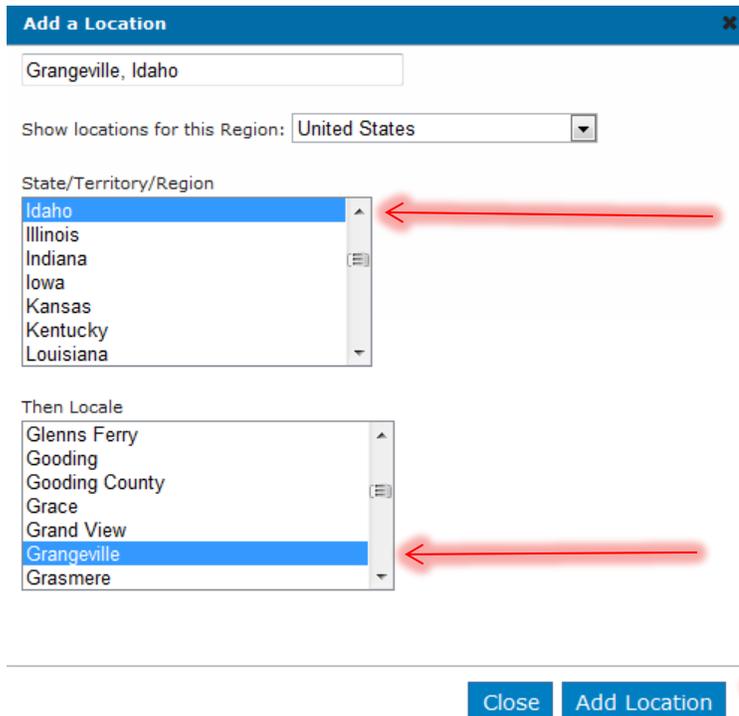| ▶ Pay Grade | ❓ |
| ▶ Job Categories | ❓ |
| ▼ Location | ❓ |

Add Location to Search

| ▶ Department and Agency | ❓ |
| ▶ Work Schedule | ❓ |

Open Peri
Announce
Number:

FORES

...provide a
These posit

Salary:

7. At this point you can choose from just a State or you can choose a specific Duty Station

Add a Location   ✕

Grangeville, Idaho

Show locations for this Region: United States ▾

State/Territory/Region

Idaho
Illinois
Indiana
Iowa
Kansas
Kentucky
Louisiana

Then Locale

Glenns Ferry
Gooding
Gooding County
Grace
Grand View
Grangeville
Grasmere

Close   Add Location   **Click Add Location**

8. By Choosing Grangeville, Idaho it will bring you to our Forestry Technician GS-3 and GS-4 Position on the Nez Perce – Clearwater National Forests.

   a. You can also widen you Search by increasing the Radius by selecting a specific mileage from the drop down menu.

9. Now you can save your Search by Clicking on Save This Search.

You are currently searching on:

Keyword: Forestry Technician	Remove
Grade: 3	Remove
Grade: 4	Remove
Agency: Department Of Agriculture, Forest Service	Remove
Work Type: Temporary	Remove
Location: Grangeville, Idaho	Remove
Radius: 50 miles ▼	

Refine Your Results By:

Who May Apply:
- ● U.S. Citizens
- ○ Federal Employees ❓

You can also: ❓

Save This Search

Get RSS Feed

Now it will be easy to find our Jobs when they open.