

Smokey T Bear



XYZ City, XYZ State



(123) 456-7890



abcd@123.com

PROFILE

Talented and highly motivated wildland fire professional with a background in fire planning and analysis, program management, incident management teams, fuels management, wildland fire modules, engine operations as well as wildlife and fisheries biology. Possess a safety conscious work ethic while maintaining situational awareness and positive leadership skills. Flexible and responsive during changes in the work environment. Strong interpersonal communication skills and thrive in team atmospheres both internally and externally with partners. Provide a high degree of enthusiasm, leadership aptitude, and assertiveness.

EDUCATION

BACHELOR OF SCIENCE

XYZ University

XYZ High School 2007

WORK EXPERIENCE

Fire Management Planning - Regional Fire Planner- GW-0456-13

XYZ Regional Office- XYZ City, XYZ State (detail; NTE 120) JanuaryYear - May Year

Fire Management Planning Specialist- Deputy Regional Fire Planner- GW-0456-12

XYZ Regional Office- XYZ City, XYZ State JanuaryYear - May Year

Fire Management Planning Specialist- Forest Fire Planner- GS-0301-11

XYZ Forest XYZ, XYZ City, XYZ State (detail; NTE 120) JanuaryYear - May Year

Zone Fuels Assistant Fire Management Officer- GS-0462 9

XYZ Forest XYZ, XYZ City, XYZ State JanuaryYear - May Year

Zone Fuels Technician- GS-0462- 7

XYZ Forest XYZ, XYZ City, XYZ State JanuaryYear - May Year

Assistant Fire Engine Operator (AFEO)- GS-0462- 6

XYZ Forest XYZ, XYZ City, XYZ State JanuaryYear - May Year

Fire Engine Operator- GS-0462- 3/4

XYZ Forest XYZ, XYZ City, XYZ State JanuaryYear - May Year

Fire Engine Operator- GS-0462- 4

XYZ Forest XYZ, XYZ City, XYZ State January Year - May Year

Biological Science Technician- GS-0404- 5

XYZ Forest XYZ, XYZ City, XYZ State January Year - May Year

REFERENCES

XYZ Person

ABC Posction/ (123) 123-4567/ abc@abcd.com WO FAM / 702-496-1140 /

RED CARD QUALIFICATIONS

-LTAN -ICT4
-FBAN (t) -FAL1
-RXB2 -ENGB
-RXM2 -FIRB
-DIVS -CRWB
-TFLD

CORE STRENGTHS

Demonstrated work ethic
Highly organized
Strong interpersonal skills
Productive and efficient
Creative problem solver
Diverse experience
High degree of professionalism
Quick learner
Effective communicator
Safety-focused

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TECHNICAL PROFICIENCY

Workforce Management Tool (WMT)
Fire Reporting (InFORM)
Spatial Fire Planning
WFDSS/Decision Support
Strategic Analytics
Budget Management/Oversight
WIMS/FEMS
Fire Family Plus
FACTS
FMRS/FDOP
IFTDSS/FlamMap/FSPro
G&A/FMMI
RIST
Fire Danger Analysis
Prescribed Fire Support
Python Scripting
Power BI/Power Automate
Microsoft Tools – Suite
R Analysis

NOTABLE ENGAGEMENT

- Serve as Regional/Geographic Area Duty Officer.
- National level engagement with budget strategy and national fleet strategy.
- Serve Eastern Region as POC for InFORM, WFDSS as GAE, WMT lead, decision support and Spatial Fire Planning.
- Eastern Region RAWS Coordinator
- Co-chair of the Eastern Area Fire Environment Working Team.
- Delivery of regional interagency FDOP refresher.
- Cadre/Unit instructor for S-491, S-390.
- Cadre/Coach for S-590 & S-495
- Lead for annual WFDSS refresher for Agency Administrators
- M-581 coach/Mack Lake Staff ride facilitator.
- S-491 curriculum editor.
- SME member for Fire Planning and Analytics for interim operations.
- FDOP analysis technical support for all forests in region.

POSITION EXPERIENCE

Fire Management Planning- Regional Fire Planner- GW-0456- 13
January, year -May , Year (promotional detail) 40 hrs/wk. USDA
Forest Service - ABC Region

- Lead strategic wildland fire management planning and ensure alignment with national policy, land/resource objectives, and interagency standards.
- Drive improvements in fire and aviation program effectiveness through expert analysis, evaluation, and application of advanced decision-support models.
- Coordinate closely with federal, state, tribal, and local partners to deliver consistent, efficient, and collaborative fire planning processes.
- Oversee regional fire program budget, workload planning, expenditure monitoring, and data integrity to support informed leadership decisions including workforce headcount.
- Integrate emerging technologies and analytical tools to enhance forecasting, risk assessment, and short and long-range fire management strategies.
- Provide clear technical guidance, training, and communication to field units and leadership on complex fire management issues.
- Perform responsibilities including setting expectations, conducting performance reviews, resolving issues, and supporting employee development.

Fire Management Planning Specialist- Deputy Regional Fire Planner- GW-0456- 12
September, Year - Present 40 hrs/wk.

USDA Forest Service - XYZ Region

Supervisor Name: **Smokey Bear** / Phone: 123-456-7890/ Email: **abc@axz.com**

Contact Supervisor: YES

Program Management, Fire Planning and Budget:

- Assist with and provide program leadership related to strategic fire management planning, analysis and interagency integration.
- Review and participate in Fire Management Reference System (FMRS) annual reviews to ensure plans are consistent with LMRP, laws, agency specific policies and regulations. Evaluate program performance through regional preparedness reviews.
- Integration with regional staff and forest level staff to ensure efficiencies with wildland fire suppression and hazardous fuels are captured and maintained within the region for delivery of mission.
- Assist and provide program management direction and expertise for interagency and/or national forest and grasslands fire planning efforts utilizing the best available science and provide analysis interpretation.
- Provide expertise and technical support for fire management officers, regional staff and land/resource staff within the Region and nationally.
- Active participation and collaboration with national/regional working groups (FEMS, WFDSS, RIST, Eastern Area Fire Environment Working Team).
- Deliver trainings on a suite of software and databases for interagency audience (FEMS, FDOP analysis, WFDSS, M-581)
- Ensure interagency approach for strategic fire planning to provide consistency among all stakeholders. (i.e. trainings, working groups etc.)
- Assist with budget requests and process affirmation to ensure fiscal integrity.
- Provide technical assistance for analysis of annual appropriations and workforce budget allocations. Assist with development of regional program budget guidance for forests.
- Coordinate with national and regional budget personnel for reporting and data inquiries.