



U.S. DEPARTMENT OF THE INTERIOR  
Certification of Position Approval  
for Retirement  
Under 5 USC § 8336(c) and § 8412(d)

[ x ] Approved under the Civil Service Retirement System, 5 USC § 8336(c)

[ x ] Approved under the Federal Employees Retirement System, 5 USC § 8412(d)

Category of Coverage: Primary/Rigorous (Firefighter)

Bureau: Any DOI Bureau may use this Standard PD and must use the Standard PD Number

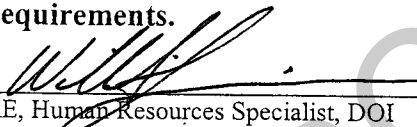
Classification Title: Range/Forestry Technician (Fire)

Organization Title: Senior Wildland Firefighter

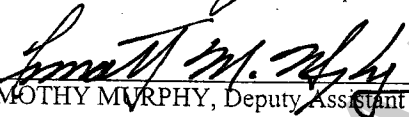
Standard Position Number: DOI105 Series and Grade: GS-0455/0462-04/05

RECOMMENDATION FOR COVERAGE: Primary/Rigorous Firefighter coverage is recommended under both CSRS and FERS.

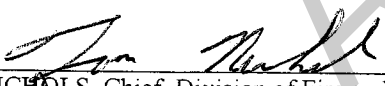
This position is located on a wildland fire crew as a senior crewmember within the fire management organization. The purpose of the position is wildland fire suppression/management/control, as a specialized firefighter on an engine, helitack module, or hand crew with responsibility for the operation and maintenance of specialized tools or equipment. Other wildland fire related duties may involve fire prevention, patrol, detection, or prescribed burning. The incumbent may be assigned for varying periods of time into one or more types of positions within the wildfire program where the individual's specialized skills are required. **Primary duties are directly connected with the control and extinguishment of fires and/or maintaining and using firefighter apparatus and equipment. The duties of this position are so rigorous that employment is limited to young and physically vigorous individuals who must meet established age and physical qualification requirements.**

  
ALAN SIZEMORE, Human Resources Specialist, DOI

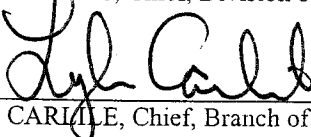
06-01-2010  
Date

  
TIMOTHY MURPHY, Deputy Assistant Director (NIFC)


6-3-10  
Date

  
TOM NICHOLS, Chief, Division of Fire and Aviation, NPS

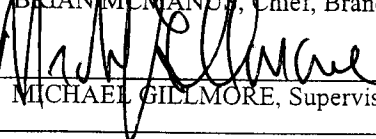
6/2/10  
Date

  
LYLE CARLISLE, Chief, Branch of Wildland Fire Management, BIA

6/4/10  
Date

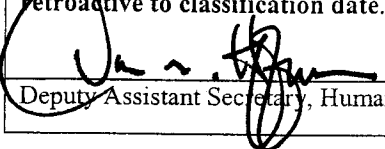
  
BRIAN MCMANUS, Chief, Branch of Fire Management, FWS

6/3/2010  
Date

  
MICHAEL GILLMORE, Supervisory Program Analyst, DOI

6/7/10  
Date

APPROVAL: The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date. Approval is by DOI Secretary's Designee:

  
Deputy Assistant Secretary, Human Capital and Diversity

6/8/10  
Date

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

1. Agency Position No.  
DOI105

2. Reason for Submission <input checked="" type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment	3. Service <input type="checkbox"/> New <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field <input type="checkbox"/> Other	4. Employing Office Location	5. Duty Station	6. OPM Certification No.
Explanation (Show any positions replaced) Replaces DOI005		7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt	8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest	9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

10. Position Status <input checked="" type="checkbox"/> Competitive <input checked="" type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)	11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither	12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 3-Critical <input type="checkbox"/> 4-Special Sensitive	13. Competitive Level Code	14. Agency Use
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15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. Office of Personnel Management						
b. Department, Agency or Establishment	Range/Forestry Technician (Fire)	GS	0455/0462	05	CE	5/18/10
c. Second Level Review						
d. First Level Review						
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position (if different from official title)  
Senior Wildland Firefighter

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment Department of the Interior	c. Third Subdivision
a. First Subdivision BIA BLM FWS NPS	d. Fourth Subdivision
b. Second Subdivision	e. Fifth Subdivision

19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.

Signature of Employee (optional)

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that

this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)
Signature _____ Date _____	Signature _____ Date _____

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.

22. Position Classification Standards Used in Classifying/Grading Position  
GS-0455, GS-0462, Aid and Technical Work in the Biological Sciences Series, GS-0400 TS-111 (12/91)

Typed Name and Title of Official Taking Action  
LINDA F. ERWIN, DOI HR  
Human Resources Specialist

Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.

Signature \_\_\_\_\_ Date 5/18/10

23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)								
b. Supervisor								
c. Classifier								

Department of the Interior, FLERT Specialist  
This FD has been approved as follows under 5 USC 8336(c) and 8412(d)  
X Firefighter Law Enforcement  
X Primary Secondary/Administrative  
Approval Date June 8, 2010 Sec/Supvy

24. Remarks

25. Description of Major Duties and Responsibilities (See Attached)

## POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS		2. NAME OF INCUMBENT	
3. ORGANIZATIONAL LOCATION <input checked="" type="checkbox"/> AS SHOWN ON CURRENT DESCRIPTION <input type="checkbox"/> AS HEREBY AMENDED			
IIa. _____	d. _____		
b. _____	e. _____		
c. _____			
4. CSC TITLE AND BUREAU POSITION NO. DOI105 Range/Forestry Technician (Fire)		SCHEDULE GS	SERIES 0455/0462
		GRADE 04	
<input type="checkbox"/> SAME AS PRESENT: AMENDED FOR <input type="checkbox"/> CSC TITLE <input type="checkbox"/> POS. NO. <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SERIES <input checked="" type="checkbox"/> GRADE			

## CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED.	5. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.
_____ (Signature of Supervisor)	<i>Linda F. Erwin</i> Linda F. Erwin, DOI HR (Official Exercising Classification Authority)
_____ (Date)	<i>5/18/10</i> (Date)
TITLE _____	TITLE Human Resources Specialist

7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE AND THE ADDITIONS, DELETIONS, OR REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER.

The duties and responsibilities of this position are essentially the same as those described at the GS-05 level except the incumbent functions under closer supervision and controls. When the incumbent of this position becomes fully proficient and is able to perform the duties described more independently, he/she may be noncompetitively promoted to the GS-05 level.

Department of the Interior, FLERT Specialist *[Signature]*  
 This PD has been approved as follows under 5 USC 8336(c) and 8412(d)  
 Firefighter \_\_\_\_\_ Law Enforcement \_\_\_\_\_  
 Primary \_\_\_\_\_ Secondary/Administrative \_\_\_\_\_ Sec/Supvy \_\_\_\_\_  
 Approval Date *June 8, 2010*

**SUPERVISORY CERTIFICATION:** I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that a false or misleading statement may constitute violations of such statutes or their implementing regulations.

\_\_\_\_\_  
Name Signature and Title of Supervisor

\_\_\_\_\_  
Date

## **Introduction**

This is a standard wildland fire management position description intended for use in the Department of the Interior (DOI). The position is located on a wildland fire crew as a senior crewmember within the wildland fire management organization. The purpose of the position is wildland fire suppression/management/control as a specialized firefighter on an engine, helitack module, or hand crew with responsibility for the operation and maintenance of specialized tools or equipment. Other wildland fire related duties may involve fire prevention, patrol, detection, or prescribed burning. The incumbent may be assigned for varying periods of time into one or more types of positions within the wildfire program where the individual's specialized skills are required.

Beginning October 1, 2010, the National Wildfire Coordinating Group (NWCG) incident management qualifications and additional required training specified in the Interagency Fire Program Management (IFPM) Qualifications Standards and Guide apply to all grade levels of this position description.

This is an arduous position and subject to medical screening and physical fitness testing.

## **Major Duties (60%)**

Performs one or more of the following major blocks of duties:

Serves as a senior wildland firefighter on a handcrew or prescribed fire crew. Performs the duties of a fully qualified chain saw operator and chainsaw repair technician. Certified in the use of helicopter long lines. Performs all aspects of wildland and prescribed fire operations including preparation, ignition, monitoring, holding, and mop-up. Collects fire weather data, fuel and/or soil moisture samples, maps projects, and maintains records. May on occasion serve as driver of a crew carrier.

Serves as a senior wildland firefighter on a wildland fire engine. Drives engine to fire locations, frequently over unimproved roads. Positions engine in appropriate locations in consideration of safety of crew and equipment, and how the equipment can best be used in control and mop-up operations. Personally performs and may direct others in starting pump engine, priming pump, adjusting engine speed and pump valves, laying hose, and using appropriate nozzles and nozzle adjustment in effective use of water and additives. Has specialized duties such as water handling specialist, fully qualified chain saw operator, or responsible for maintenance of specialized equipment used to respond to wildland urban interface/intermix situations.

Serves as a senior wildland firefighter on a helitack crew. Loads helicopter personnel and cargo considering methods, weight distribution, necessity for securing, total weight, etc. and completes manifests of personnel and equipment being transported to the fire or other work site. Inventories and inspects helicopter accessories, fire tools, and equipment. Assures that needed tools and equipment are available for fire fighting tasks. May exit helicopter in remote areas to construct helispots, or to attack small fires, hot spots and spot fires. Certified in the use of long line

external loads and the operation and maintenance of accessory equipment. May serve as a certified rappeller.

Gathers and considers information on weather data, topography, fuel types, and fire behavior in responding to wildland fire incidents. When positioning and deploying personnel and equipment, recommends best approaches and practices to use in protection of the values at risk

Responsible for operation and maintenance of specialized equipment used to respond to wildland and prescribed fire situations. Accomplishes emergency repairs as necessary to permit continued use of equipment. In those instances when the apparatus cannot be used effectively in suppressing the fire, the incumbent takes aggressive control action in attacking the fire, using other means.

Participates in wildland fire and safety training in the techniques, practices, and methods of fire suppression and in the safe, efficient operation and use of tools, equipment, and vehicles used in fireline activities, with emphasis on those used in the particular function assigned. Participates in crew proficiency checks and drills, safety sessions, and fire critiques. Ensures own and other's welfare and safety in all aspects of the assignment.

#### **Additional Duties (40%)**

May inventory fuel beds, prepare associated reports, perform hazard fuel reduction projects, monitor burning conditions, pile vegetation debris and act in assigned positions such as ignition or holding specialist or other designated positions during actual fuel reduction efforts by prescribed fire.

May perform project work such as road and trail maintenance, habitat manipulation, and miscellaneous equipment and facilities maintenance.

May assist higher level workers in forestry/range research efforts; in the marketing of forest/range resources; or in the scientific management, protection, and development of forest/range resources.

May be required to fill-in for other work leaders on established crews.

#### **Other Significant Facts**

This is a testing designated position (TDP) under the Department of the Interior Drug-Free Workplace Program.

Must possess a valid state driver's license and have the ability to operate light vehicles and 4X4s.

May require the incumbent to obtain and maintain a Commercial Drivers License (CDL) to operate motor vehicles.

#### **Factors**

1. Knowledge Required by the Position (Level 1-4, 550 points)

Knowledge of fire behavior including causes of wildland fire, influence of temperature, humidity, wind, topography, slope and fuel moisture conditions, and fuels in order to know where to attack the fire, build fire line, where to be positioned to manage a wildland fire, and to identify hazards.

Knowledge of accepted fire safety practices and procedures to prevent injury and loss of life.

Knowledge of wildland fire management techniques, methods and conditions to accurately analyze fire circumstances, determine when additional forces may be needed, or determine when circumstances warrant disengagement.

Specific technical firefighting knowledge such as, but not limited to, fire engine and pump operations, hose lays, handcrew operations and/or helicopter operations to enable the incumbent to function in assigned capacities and to instruct or lead others in those duties if necessary.

Specialized knowledge and necessary certifications such as, chain saw operation and repair, long line certification, rappelling, pump operation and water handling, use of specialized equipment used in response to wildland urban interface situations, and helicopter accessory equipment used in wildland fire management and prescribed burns.

Knowledge of air operations, rappelling, helicopter capabilities and limitations, helicopter contracts, load balance and capacity, load calculating, and manifesting of personnel and equipment. Knowledge of work procedures and practices in working with helicopters and aircraft.

Knowledge of tactical methods and techniques for use of water and additives in controlling and mopping-up fires in order to efficiently and effectively accomplish operations where water is in short supply.

Ability to operate four wheel drive pickup trucks and may require the ability to operate a fire engine.

Skill in use of hand tools such as Pulaskis, shovel, McLeod; and power tools including chainsaw, portable pumps to build fireline, control wildland fire, and to perform other non-fire related duties.

Knowledge of agency and interagency qualification, position task book requirements, and certification standards and procedures adopted by the National Wildfire Coordinating Group (NWCG).

Knowledge of reporting requirements and procedures.

Knowledge and skill of standard first aid procedures sufficient to perform preliminary first aid and triage as necessary.

Knowledge of the organization and the function of cooperative interagency fire organizations such as DOI, USDA, NWCG, NICC, GACC, state and local governments to facilitate wildland fire operations in a multi-jurisdictional setting.

Knowledge of related fields such as forestry, range, wildlife, botany, soils and water, cultural and historical resources in order to make informed fire operational decisions.

Knowledge of general range/forestry technician work in order to personally perform and lead others in the performance of a variety of work in such areas as hazard tree removal, hazard fuel reduction, prescribed burning, recreation, wildlife and watershed, and in the general facility of vehicle and equipment maintenance and upkeep.

Oral and written communication skills sufficient to effectively interact with people at all levels, internal and external to the organization, including the public.

Knowledge of fire terminology to communicate with other crewmembers.

Ability to perform basic computer technology skills such as word processing, electronic mail, internet use, and specialized fire information databases and programs.

Knowledge of appropriate act requirements to include the Equal Opportunity Act, Civil Rights Act, Age Discrimination in Employment Act, Rehabilitation Act, 29 CFR 1604.11(a) Sexual Harassment sufficient to function within a diverse workforce.

2. Supervisory Controls (Level 2-2, 125 points)

The supervisor provides instructions for new assignments. The employee uses initiative in carrying out standard assignments and independently works out solutions to complex problems related to specific skills. Tactical problems or unfamiliar situations that would require modifying established strategies are referred to supervisor for guidance.

Work is reviewed on the basis of overall effectiveness. New assignments are checked in more detail to insure accuracy and to make sure that instructions were followed.

3. Guidelines (Level 3-2, 125 points)

Most guidelines are in the form of oral instructions and training prior to actual wildland fire suppression activities. General guidelines can be found in agency and bureau published directives such as: wildland fire operations manuals, handbooks, and guides.

Some guidelines are also contained in the prescribed burning and hazard fuel reduction plan, emergency medical services plan, safety plan, and other specific local guides pertinent to the local unit or specific to the type of work being performed.

Since every possible fire situation cannot be anticipated and covered in training, the employee must use judgment in applying knowledge, especially in situations where the supervisor is not available for consultation.

Guides such as safety regulations must be applied.

4. Complexity (Level 4-2, 75 points)

Practices and leads fire suppression under the most adverse conditions of climate, fuels, and terrain. As an experienced specialized firefighter is expected to have the technical knowledge to perform in specific fire assignments, (i.e., chain saw operator, faller, water handling specialist, rappeller, etc.) safely and efficiently. Decisions as to what must be done depend, to a considerable degree, on the employee's analysis of the situation and issues involved, and the selected course of action. The work involves conditions and elements that must be identified and analyzed to discern interrelationships.

5. Scope and Effect (Level 5-2, 75 points)

The work involves the execution of specific rules, regulations, or procedures and typically comprises a complete segment of an assignment or project of broader scope. Work involves the execution of specific procedures, techniques, which differ with each fire's fuel type, weather conditions, and topography. The effect of the work performed is to minimize loss of natural resources, improvements, property or life. The performance of the crew contributes to the overall effectiveness of the wildland fire management effort.

6&7. Personal and Purpose of Contacts (Level 1/A, 30 points)

Contacts are with coworkers and other members of wildland fire management suppression organizations. Contacts are made to exchange information about wildland fire suppression activities and needs. Contacts may also be required to coordinate these needs with other land managing agencies.

Meets and deals on day-to-day matters with co-workers and public land users in order to exchange information.

8. Physical Demands (Level 8-3, 50 points)

Arduous: Duties involve rigorous fieldwork requiring above average physical performance, endurance and superior conditioning. Work requires prolonged standing, walking over uneven ground, and recurring bending, reaching, lifting and carrying of items weighing over 50 pounds and shared lifting and carrying of heavier items, and similar strenuous activities requiring at least average agility and dexterity.



Duties include demands for strenuous activities in emergencies under adverse environmental conditions and over extended periods of time. Operation of some specialized fire equipment can place extended physical stress on incumbent during fire activities.

Incumbent is subject to medical examination and must pass the work capacity test for arduous positions.

9. Work Environment

(Level 9-3, 50 points)

The work is primarily performed in forest and desert environments in steep terrain where surfaces may be extremely uneven, rocky, covered with thick tangled vegetation, smoky conditions, etc. Temperatures commonly exceed 100 degrees F and fall below freezing. Risks include smoke inhalation, fire entrapment, snake or insect bites and stings, exposure to excessive machinery noise, and falling and rolling material. Personnel must adjust and cope with exposure to weather elements, dust and smoke, poor bivouac and eating situations under an unpredictable set of circumstances. Incumbent may be required to live in backcountry camps for extended periods of time. The hazardous nature of the work requires that personal protective equipment be worn (boots, hardhat, gloves, flame resistant clothing, etc.). Work may require travel by light fixed-wing or rotor-wing aircraft.

1080 Points, GS-5 (855-1100)