USDA Forest Service
2010 Temporary Employment

Thank you for your interest in temporary employment with the USDA Forest Service. You may apply online at https://www.avuedigitalservices.com. Please see attached for a complete list of temporary positions that are being announced Nationwide through AVUE Digital Services (all other positions not covered in these announcements will be posted on the Forest Service Jobs website at http://www.fs.fed.us/fsjobs/openings.shtml.

For Student opportunities go to the Northern California Consortium website at
http://www.fs.fed.us/r5/ncc/
For other government jobs go to the Office of Personnel Management website at
http://www.usajobs.opm.gov or

What you can expect when applying online are:

- You receive e-mail notification on the status of your application.
- An e-mail account can be established when you create your profile.
- You can make changes to your personal information at any time.
- Your personal information is applied automatically to each announcement you apply for.
- You can attach electronic documents, i.e. transcripts and DD 214.

Once you establish your profile, you'll be able to apply for future Forest Service positions that come available.

If you would like assistance identifying the correct announcement number to apply to, or information on specific forest duty locations please call (530) 934-1108 to speak to a recruiter (Stephen Thomas). For information specific to the Mendocino National Forest call (530) 934-1103 to speak with Barbara Leach, Civil Rights Officer.

STEP-BY-STEP PROCESS FOR APPLYING USING AVUEDIGITALSERVICES

You will need to go into the Avue link and set up a profile and apply. Your profile is like a detailed resume'.

The following is the link for AVUE (Forest Service's application process)

TO VIEW AVUE: https://www.avuedigitalservices.com

To Apply:

1. Go the website above and click on the logo to enter

2. Log in if you have an account, if you do not, you will need to register by clicking on the "Sign Up!" link (found above the log in box)

3. Fill out the registration and click on "Save This Information" at the bottom of the screen

4. Select "Profile" (third to last tab on the top)

5. You will be prompted to respond to questions – make sure you scroll to the bottom of each screen and click on the "Save This Information" option. Screens will include personal information, applicant information, work history, eligibility, references, education ……. You will see them listed on the right hand side of your screen.

6. When you complete the profile – select "Apply For Jobs" (second to last on the right handed list)

7. A screen with a map of the United States should appear. Select "Search by Filters". (above the map)

8. Enter the series for the position you want to apply to (refer to the attached list which shows Series in the 3rd column. The Series is the numbers following the GS. The grade follows the series)

9. Do the same for the grade, except you have to enter a range for the position. Example – the position title Forestry Aide is series 0462 and grade 03.

10. Skip "Job Titles" and move on to agencies, where you will select USDA Forest Service

11. Click on "Find Jobs" at the bottom.

12. A listing will come up. Select the position you want by clicking on the title (i.e. Forestry Aide (FIRE)).

13. Information about the position will be displayed on the screen. To apply, select "Apply Now" found on the right hand side of the screen. It will take you through a similar process as you did for creating your profile. (Note the red highlighted – mandatory items listed on the right – these are the screens you will need to go through).

14. Make sure you review each screen/page and **save**.

15. Once these are completed you will submit your application by clicking "Send Application" and two additional screens will come up. The 1st identifies errors that may be in your application, if no errors appear, select "Continue and Send Application" (at the bottom). Then a Certification Statement will show up you must read it and click "OK". This means that you are saying the information you are going to submit is accurate. If you do not click on the Certification Statement your application will **not** be considered.

16. You are done – Good Luck

Announcement Number	Job Title	Series - Grade
TEMP-OCR-025-4-PARK	Duties are 50% Visitor Services and 50% Interp Program	GS-0025-4
TEMP-OCR-0102-3-ARCH	Archeological Aid	GS-0102-3
TEMP-OCR-0102-4-ARCH	Archeological Tech	GS-0102-4
TEMP-OCR-0102-5-ARCH	Archeological Tech	GS-0102-5
TEMP-OCR-0102-6-ARCH	Archeological Tech	GS-0102-6
TEMP-OCR-0102-7-ARCH	Archeological Tech	GS-0102-7
TEMP-OCR-186-4 SSA	Social Services Aid - Job Corps	GS-0186-4
TEMP-OCR-186-5 SSA	Social Services Assistant - Job Corps	GS-0186-5
TEMP-OCR-193-9-ARCH	Archeologist	GS-0193-9
TEMP-OCR-304-3-INFO	Information Receptionist	GS-0304-3
TEMP-OCR-304-4-INFO	Information Receptionist	GS-0304-4
TEMP-OCR-326-3-CLERK	Office Automation Clerk	GS-0326-3
TEMP-OCR-326-4-CLERK	Office Automation Clerk	GS-0326-4
TEMP-OCR-326-5-CLERK	Office Automation Clerk	GS-0326-5
TEMP-OCR-404-3-GEN	Biological Aid	GS-0404-3
TEMP-OCR-404-4-WLDLF	Biological Technician - Wildlife	GS-0404-4
TEMP-OCR-404-5-WLDLF	Biological Technician - Wildlife	GS-0404-5
TEMP-OCR-404-6-WLDLF	Biological Technician - Wildlife	GS-0404-6
TEMP-OCR-404-7-WLDLF	Biological Technician - Wildlife	GS-0404-7
TEMP-OCR-404-4-FISH	Biological Technician - Fisheries	GS-0404-4
TEMP-OCR-404-5-FISH	Biological Technician - Fisheries	GS-0404-5
TEMP-OCR-404-6-FISH	Biological Technician - Fisheries	GS-0404-6
TEMP-OCR-404-4-PLANT	Biological Technician - Plants	GS-0404-4
TEMP-OCR-404-5-PLANT	Biological Technician - Plants	GS-0404-5
TEMP-OCR-404-7-PLANT	Biological Technician - Plants	GS-0404-7
TEMP-OCR-404-5-ID	Biological Technician - Insects and Diseases	GS-0404-5
TEMP-OCR-404-5-R1	Biological Technician - Bird Monitoring	GS-0404-5
TEMP-OCR-404-5-RESNAT	Biological Technician - Research Natural Resources	GS-0404-5
TEMP-OCR-404-7-RESNAT	Biological Technician - Research Natural Resources	GS-0404-7
TEMP-OCR-455-3-RANGE	Range Aid	GS-0455-3
TEMP-OCR-455-4-RANGE	Range Tech	GS-0455-4
TEMP-OCR-455-5-RANGE	Range Tech	GS-0455-5
TEMP-OCR-462-2-GEN	Forestry Aid - General	GS-0462-2
TEMP-OCR-462-3-GEN	Forestry Aid - General	GS-0462-3
TEMP-OCR-462-3-FIRE	Forestry Aid - Fire General	GS-0462-3
TEMP-OCR-462-4-HOTSHOT	Forestry Technician - Hotshot	GS-0462-4
TEMP-OCR-462-5-HOTSHOT	Forestry Technician - Hotshot	GS-0462-5
TEMP-OCR-462-4-HANDCREW	Forestry Technician - Handcrew	GS-0462-4
TEMP-OCR-462-5-HANDCREW	Forestry Technician - Handcrew	GS-0462-5
TEMP-OCR-462-4-HLTK	Forestry Technician - Helitack	GS-0462-4
TEMP-OCR-462-5-HLTK	Forestry Technician - Helitack	GS-0462-5
TEMP-OCR-462-4-ENGINE	Forestry Technician - Engine	GS-0462-4
TEMP-OCR-462-5-ENGINE	Forestry Technician - Engine	GS-0462-5
TEMP-OCR-462-5-SMKJMP	Forestry Technician - Smokejumper	GS-0462-5
TEMP-OCR-462-6-SMKJMP	Forestry Technician - Smokejumper	GS-0462-6
TEMP-OCR-462-4-PREV	Forestry Technician - Prevention	GS-0462-4
TEMP-OCR-462-5-PREV	Forestry Technician - Prevention	GS-0462-5
TEMP-OCR-462-4-FUEL	Forestry Technician - Fuels	GS-0462-4
TEMP-OCR-462-5-FUEL	Forestry Technician - Fuels	GS-0462-5
TEMP-OCR-462-4-LOOK	Forestry Technician - Lookout	GS-0462-4
TEMP-OCR-462-5-FFDISP	Forestry Technician - Dispatch Wildland fire fighter exp req	GS-0462-5
TEMP-OCR-462-4-TSI	Forestry Technician - Timber Stand Improvement	GS-0462-4
TEMP-OCR-462-5-TSI	Forestry Technician - Timber Stand Improvement	GS-0462-5

TEMP-OCR-462-4-TSP	Forestry Technician - Timber Sales Prep	GS-0462-4
TEMP-OCR-462-5-TSP	Forestry Technician - Timber Sales Prep	GS-0462-5
TEMP-OCR-462-6-LDTSP	Lead Forestry Technician - Timber Sales Prep	GS-0462-6
TEMP-OCR-462-4-REC	Forestry Technician - Recreation	GS-0462-4
TEMP-OCR-462-5-REC	Forestry Technician - Recreation	GS-0462-5
TEMP-OCR-462-6-REC	Forestry Technician - Recreation	GS-0462-6
TEMP-OCR-462-4-RES	Forestry Technician - Research	GS-0462-4
TEMP-OCR-462-5-RES	Forestry Technician - Research	GS-0462-5
TEMP-OCR-462-4-TRAIL	Forestry Technician - Trails	GS-0462-4
TEMP-OCR-462-5-TRAIL	Forestry Technician - Trails	GS-0462-5
TEMP-OCR-462-4-WLDN	Forestry Technician - Wilderness	GS-0462-4
TEMP-OCR-462-5-WLDN	Forestry Technician - Wilderness	GS-0462-5
TEMP-OCR-462-6-WLDN	Forestry Technician - Wilderness	GS-0462-6
TEMP-OCR-817-3-SURV	Survey Aid	GS-0817-3
TEMP-OCR-817-4-SURV	Survey Technician	GS-0817-4
TEMP-OCR-817-5-LDSURV	Lead Survey Technician	GS-0817-5
TEMP-OCR-1001-4-VIS	Visitor Services Information Asst	GS-1001-4
TEMP-OCR-1001-5-VIS	Visitor Services Information Asst	GS-1001-5
TEMP-OCR-1316-4-HYDRO	Hydrologic Technician	GS-1316-4
TEMP-OCR-1316-5-HYDRO	Hydrologic Technician	GS-1316-5
TEMP-OCR-1316-6-HYDRO	Hydrologic Technician	GS-1316-6
TEMP-OCR-1710-9-TCHR	Teacher - Job Corps	GS-1710-9
TEMP-OCR-2151-4-DISP	Fire Logistics Dispatcher	GS-2151-4
TEMP-OCR-2151-5-DISP	Fire Logistics Dispatcher	GS-2151-5
TEMP-OCR-3502-2 LABOR	Laborer	WG-3502-2
TEMP-OCR-3502-3 LABOR	Laborer	WG-3502-3
TEMP-OCR-3502-3 LBR LDR	Laborer Leader	WL-3502-3
TEMP-OCR-4749-5 MTNC	Maintenance Worker	WG-4749-5
TEMP-OCR-5703-5 MVO	Motor Vehicle Operator	WG-5702-5
TEMP-OCR-5703-7 MVO	Motor Vehicle Operator	WG-5703-7
TEMP-OCR-5716-5 OPTR HLPR	Engineering Equipment Operator Helper	WG-5716-5
TEMP-OCR-5716-08-OPTR	Engineering Equipment Operator	WG-5716-8
TEMP-OCR-5716-10-OPTR	Engineering Equipment Operator	WG-5717-10
TEMP-OCR-6907-4 MTHND	Materials Handler	WG-6907-4
TEMP-OCR-6907-5 MTHND	Materials Handler	WG-6907-5

Please note **Biological positions** are identified in specific specialties (Fish, Plant, Wildlife, Natural Resources) by the Announcement Number.

Forestry Technician positions are identified in specific specialties by the Announcement Number as:
FIRE – currently you do not have any fire experience, but you have work experience and want to work on a fire crew.
ENGINE– assigned to a fire engine
FFDISP – assigned to a dispatch center
Fuel – assigned to a fuels crew
HLTK – assigned to a helitack (helicopter) crew
HSHC – assigned to a hotshot or handcrew
LOOK – Lookout
PREV – prevention patrol work
SMKJMP – smokejumper (specific skills required)
REC – recreation patrol, campground maintenance, etc.
TRAIL – assigned to a trail crew, generally trail maintenance
TSI – assigned to a timber sale improvement crew
WLDN – assigned to a wilderness patrol