



OUTREACH NOTICE

The Fishlake National Forest is looking for a committed, hardworking, highly skilled workforce to manage wildfires and work in fuels management. Both the fire and aviation and fuels management programs are very rewarding and require talented, skilled individuals working safely as part of a team in a variety of specialized positions including; engine crews, hand crews, fuels management, fire prevention and dispatch.

The Region 4 Fire Hire program has been implemented to streamline the hiring process for permanent fire positions and provide consistent hiring throughout the Region. This hiring process assists the National Forests in the Intermountain Region (R4) to fill vacancies in an efficient and timely manner. **The unique feature of Fire Hire is the ability to immediately backfill positions that have been vacated.**

Included in this outreach are the announcement numbers for GS-0462-03 through GS-462-08 positions. Apply to vacancy announcements via the USAJobs website. These announcements come with a specific opening and closing date (please read carefully).

It is important that applicants understand, although a current position/ location may not be vacant, it could become vacant and filled during the selection period. Interested individuals should **apply to ALL positions and locations** where you would accept a job offer, whether the position(s) are currently vacant or not.

The following vacant positions will open September 19th and close on October 11th 11:59 ET:

<i>Position</i>	<i>Title</i>	<i>Location</i>	<i>Tour</i>	<i>OCR#</i>	<i>Contact</i>
GS-0462-06/07	Fire Engine Operator	Fillmore, UT Richfield, UT	18/8	23-FIRE-R4P2C-FEOH-67DH	See Fire contacts below
GS-0462-05/06	Assistant Fire Engine Operator	Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-AFEO-56DH	See Fire contacts below
GS-0462-07/08	Type 1 WFM Assistant	Beaver, UT	26/0	23-FIRE-R14P2C-WFMAST-78DH	Clay Matheson (District AFMO) (435) 896-1613
GS-0462-05/06	WFM Lead Firefighter	Beaver, UT	18/8	23-FIRE-R4P2C-HCREW-56DH	Clay Matheson (District AFMO) (435) 896-1613
GS-0462-06/07	District Fuels Technician	Beaver, UT Teasdale, UT	26/0	23-FIRE-R4P2C-DFUEL-67DH	See Fuels contacts below
GS-0462-03/04/05	Apprentice Multiple Positions	Richfield, UT (All Locations)	18/8	23-FIRE-R4P2C-WFAP-345DH	Jarad Teeples (District AFMO) (435) 425-9571

The following positions May become available, will open September 19th and close on October 11th 11:59 ET:

<i>Position</i>	<i>Title</i>	<i>Location</i>	<i>Tour</i>	<i>OCR#</i>	<i>Contact</i>
GS-0462-03/04/05	Apprentice Multiple Positions	Richfield, UT (All Locations)	18/8	23-FIRE-R4P2C-WFAP-345DH	Jarad Teeples (District AFMO) (435) 425-9571
GS-0462-03/04	Firefighter	Beaver, UT Fillmore, UT Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-FFTR-34DH	See Fire Contacts Below
GS-0462-04/05	Senior Firefighter (Engine)	Beaver, UT Fillmore, UT Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-ENGSRFF-45DH	See Fire Contacts Below
GS-0462-04/05	Senior Firefighter (Hand crew)	Beaver, UT Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-HCSRFF-45DH	See Fire Contacts Below
GS-0462-05/06	AFEO	Beaver, UT Fillmore, UT Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-AFEO-56DH	See Fire Contacts Below
GS-0462-05/06	HCRW	Beaver, UT Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-HCREW-56DH	See Fire Contacts Below

GS-0462-05/06	Assistant IA Module Leader	Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-HCREW-56DH	See Fire contacts below
GS-0462-06/07	Fire Engine Operator	Beaver, UT Fillmore, UT Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-FEOH-67DH	See Fire Contacts Below
GS-0462-06/07	IA-Module Squad Leader	Richfield, UT Teasdale, UT	26/0	23-FIRE-R146P2C-SHCREW-67DH	See Fire Contacts Below
GS-0462-07/08	Supervisory Fire Engine Operator	Beaver, UT Fillmore, UT Richfield, UT Teasdale, UT	18/8	23-FIRE-R4P2C-SFEOH-78DH	See Fire Contacts Below
GS-0462-06/07	District Fuels Technician	Fillmore, UT Richfield, UT	26/0	23-FIRE-R4P2C-DFUEL-67DH	See Fuels contacts below
GS-0462-4/5/6/7	IA Dispatcher	Richfield, UT	18/8	23-FIRE-R4P2C-IADISP-4567DH	<u>Jeremiah Jones</u> (Center Manager) (435) 896-8404

Fire Position Location Contacts:

Beaver, UT	Clay Matheson: (435) 896-1613
Fillmore, UT	Ken Wright: (435) 743-4965
Richfield, UT	Glen Chappell: (435) 896-1073
Teasdale, UT	Jarad Teeples: (435) 425-9571

Fuels Position Location Contacts:

Beaver, UT	Cory Norman: (435) 896-1074
Fillmore, UT	Bryce Monroe: (435) 896-5721
Richfield, UT	Kelly Cornwall: (435) 896-2326
Teasdale, UT	Kent Chappell: (435) 836-1027

The Positions

Applications must be submitted through USAJobs. Each announcement has instructions on how to apply. Applicants are encouraged to apply for multiple locations, even if vacancies for certain locations are not listed as vacant. Vacancies may occur during the hiring process and may be filled at that time.

As the positions above are filled, other positions may become available. Please be sure to apply for all positions that you are interested in at all duty stations that you are interested in. **All positions have minimum standards (IFPM/FSPM) to meet and all requirements must be met prior to the vacancy closing date.**

USAJOBS Webpage: <https://www.usajobs.gov/>

For more R-4 Fire Hire information: <https://www.fs.usda.gov/detail/r4/fire-aviation/?cid=STELPRDB5375168>

For more info on IFPM go to: <https://www.fs.usda.gov/managing-land/ifpm>

All positions are Primary or Secondary Fire Positions and the engine operator positions have a Commercial Driver's License (CDL) requirement.

The Region

The Intermountain Region in Ogden, Utah provides administrative oversight and support to thirteen National Forests located in Utah, Nevada, eastern California, western Wyoming, and southern and central Idaho. The region covers 31,816,792 acres in the National Forest Systems. There are approximately 2200 permanent employees in Region 4.

The Forest

The Fishlake National Forest located in south-central Utah, encompasses 1.5 million acres in Beaver, Garfield, Iron, Juab, Millard, Piute, Sanpete, Sevier and Wayne Counties. The Forest features majestic stands of aspen encircling open mountain meadows that are lush with a diverse community of forbs and grasses. Fish Lake, from which the forest takes its name, is considered by many to be the gem of Utah. The largest natural mountain lake in the state, it offers trophy fishing and bird watching. The mountains of the Fishlake are a source of water for many of the neighboring communities and agricultural valleys in the region. Hunting, fishing and OHV use are among the most popular forms of recreation enjoyed by forest visitors.



The Process and Timeline (GS-03 thru GS-08)

September 21, 2022—Outreach begins. Information is available on the Intermountain Region website listing all vacant permanent fire vacancies, as that information becomes available and locations from the GS-0462-03 through 08 levels.

September 21, 2022— OCR Vacancy announcements will be activated in USAJobs.

October 11, 2022 – OCR Application deadline, 11:59 Eastern standard time. Apply through www.usajobs.gov. Applicants are encouraged to apply for multiple locations (where they would accept a position if offered), even if positions for certain locations in which you are interested are not listed as vacant. Vacancies may occur during the hiring process and could be filled during Selection Week(s).

November 14, 2022- December 16, 2022—Supervisory Reference Checks, Subject Matter Expert evaluations, and Interviews will occur these weeks. Please ensure your references are notified of this and they are available at the email address (preferred) or phone number provided on your application.

December 1, 2022-December 16, 2022 – Selections. Representatives from each forest will make recommendations for hiring. Candidates selected will be notified by a Forest Service representative by phone. Those not selected should check your USAjobs account for status updates. During the selection week candidates will be given 4 hours to respond to voicemails or emails from the recommending officials. It is highly encouraged to be available via phone during this time.

Note: Interagency Fire Program Management (IFPM) and Forest Service – Fire Program Management (FS-FPM) qualifications must be met prior to vacancy closing date.

A current copy of your IQCS Master Record will be required for most positions in this outreach because of these qualification requirements.

How to Apply:

Please print and read the entire announcement and all the instructions before you begin.

You must complete the application process and submit all required documents electronically by 11:59 p.m. Eastern Time (ET) on the cut-off date or closing date of the announcement. Assistance is available during business hours (normally 8:00 a.m. - 4:00 p.m., Monday - Friday). Applying online is highly encouraged. If applying online poses a hardship, please contact FS HRM Contact Center **Phone: 877-372-7248 Option 2** well before the closing date for an alternate method. All hardship application packages with supporting documents must be received no later than noon on the closing date of the announcement in order to be entered into the system prior to its closing. This agency provides reasonable accommodation to applicants with disabilities on a case-by-case basis. Please contact FS HRM Contact Center if you require this for any part of the application and hiring process.

Step1 – Create a USAJOBS account

(If you do not already have one) at www.usajobs.gov. It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, then you will have to log into your USAJOBS account to check on the status of your application.

Step 2 - Create a Resume with USAJOBS or upload a Resume into your USAJOBS account. You may want to customize your resume to ensure it documents duties and accomplishments you have gained that are directly related to this position in order to verify that qualifications are met. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the How You Will Be Evaluated section of the job announcement).

Step 3 - Click "Apply Online" Follow the prompts to complete the Occupational Questionnaire and attach any additional documents that may be required. You can update your application or documents anytime

while the announcement is open. Simply log into your USAJOBS account and click on "Application Status." Click on the position title, and then select "Update Application" to continue. The following documents must be submitted to constitute a complete application package. It is your responsibility to ensure that all required documents are received within the required timeframes. Our office cannot be responsible for incompatible software, delays in the mail service etc. Failure to submit required, legible documents will result in elimination from consideration.

Resume that includes the following information: 1) job information for which you are applying; 2) personal information; 3) education; 4) work experience; and, 5) other qualifications (including IQCS Master Record).

College Transcripts if education is required for meeting basic qualifications and/or you are substituting education for specialized experience. An unofficial copy is sufficient with the application, however, if selected, an official college transcript will be required.

DD-214 (Member 4 Copy) and/or SF-15 Application for 10-point Veteran Preference if claiming Veterans' Preference or eligibility for appointment under the VRA, VEOA, or 30% Disabled Veterans hiring authority.

SF-50 Notification of Personnel Action if you are a current or former Federal employee that will verify your federal status, position title, series and grade. FSA County employees must provide the most recent notification of Personnel Action (Form SF-50-B or FSA-50) that verifies permanent status. Also provide the SF- 50 that reflects the highest grade level held on a permanent basis or the full performance level of your current position, whichever is higher.

Annual Performance Appraisal if you are a current Federal employee. Submit the most recently completed annual performance appraisal (dated within the previous 18 months) which identifies the employee's official rating of record, signed by the supervisor, or a statement advising why the performance appraisal is unavailable. Do not submit a performance plan.

Certification of Disability if you are eligible for appointment based on a disability under the Schedule A hiring authority. This certification can be documented by a counselor from a State Vocational Rehabilitation Agency or the Vocational Rehabilitation and Employment Service of the Department of Veterans Affairs; by a statement or letter on a physician/medical professional's letterhead stationary; or by statements, records, and letters from a Federal Government agency that issues or provides disability benefits. The certification must verify the applicant has a severe disability, is eligible under a Schedule A appointment authority, and he or she is able to perform the essential duties of the position. The certification must also describe any needed reasonable accommodation. You can review additional information at: [Federal Employment of People with Disabilities](#).

Proof of Eligibility if you are eligible for appointment based on service in the Peace Corps, Vista, Action Cooperative, or another special authority. **CTAP/ICTAP documentation** if separated from Federal service or pending separation based on a reduction in force (RIF) or other management workforce reduction action. Proof of eligibility must include a separation notice or Certificate of Expected Separation, SF-50 that documents the RIF separation action or most recent SF-50 (that is not an award), and latest performance appraisal (dated within the last 18 months) or a statement advising why one is unavailable.

IQCS Master Record showing your training and qualifications for the position. If an IQCS Master Record is not available, some form of documented proof of training and qualifications will be needed for most positions.

NOTE: If a document is resubmitted, it replaces the previous submission, which means the previous document is no longer available to the Human Resources Office. If you are adding to, rather than replacing a previous submission, you must upload both the old document and the new document.

Agency Contact Information:

HRM Contact Center

Phone: 877-372-7248 Option 2

TDD: 800-877-8339

Email: fsjobs@fs.fed.us

Agency Information: USDA Forest Service

Do not mail in applications. See instructions on How to Apply.

Things to keep in mind when applying:

Vacancy Announcements on USAJobs will give examples of the specialized experience for each position advertised. Ensure your resume matches the listed specialized experience requirement in plain language. This should be listed under a work experience that shows title, series, grade and time period performed so that HR can properly credit. Ensure all SF-50's showing on-boarding /off-boarding and performance for each time period or statement as to why missing that time period is properly loaded into USA Jobs.

Ensure all required documents listed in the vacancy announcement are attached to your application.

Allow yourself plenty of time to apply for positions. The USA staffing system closes all announcements at midnight Eastern Time on closing date.

Print and read the entire vacancy announcement to ensure you have included all required information and documents.

Ensure you have a current IQCS Master Record (For Fire Positions Only)

Other places to have questions answered or get further information:

Applying for a Forest Service Job Step-by-Step: [Applying for a Forest Service Job](#)

USA Jobs YouTube Videos: [How to Apply for Federal Jobs](#)