



# Bridger-Teton National Forest Outreach Notice Phase 1 Fire Hire



GS-0462-03 thru GS 0462-09  
Application Period: August 23rd, 2024 – September 24th, 2024



The Bridger-Teton National Forest is committed to developing and maintaining a highly skilled workforce. The Teton Fire, Aviation, and Fuels program is very rewarding and requires talented people working safely as part of a team in a variety of specialized positions including engine crews, a wildland fire module, helitack, and prevention.

This outreach is for GS-0462-03 through GS-0462-09 permanent full-time (PFT) and permanent career seasonal (18/8) positions. These positions are advertised as national and regional vacancy announcements and applicants are advised to pay close attention to duty location selections. The vacancy announcements for these positions will be posted on the U.S. Government's official website for employment opportunities at [USAJobs.gov](https://USAJobs.gov) on the opening date of the application period. Centralized Fire Hire events are implemented to streamline the hiring process for permanent fire positions providing consistent hiring around the Region and throughout the agency. The unique feature of this process is the ability to immediately backfill any position that may be vacated while in the fire hire event. **Applicants are encouraged to apply for all positions and all locations where they would accept a position if offered. Vacancies may occur during the hiring process and could be filled during Selection Week.**

If you are interested in filling a position through the Fire Hire process, please fill out this [Outreach Response Form](#). You may also contact James Turner at [james.c.turner@usda.gov](mailto:james.c.turner@usda.gov) or any of the POC's listed in this document. Your response is important! The personal touch and outreach can sometimes set you apart as hiring managers work through hundreds of applications each year.

2024 Bridger-Teton NF Phase 1 Fire  
Hire Outreach Response Form



### **About The Bridger-Teton National Forest:**

At 3,400,000 acres, the B-T is one of the largest National Forests in the United States outside Alaska. It lies in Western Wyoming, adjoining Yellowstone and Grand Teton National Parks and within the Greater Yellowstone Ecosystem, the largest remaining area of undeveloped land in the lower 48 United States. It is noted for its unusual scenery and natural features, large and diverse wildlife populations, and habitat for threatened and endangered species.

The Forest contains the headwaters of 4 major river basins: the Yellowstone (Missouri/Mississippi Basin); Snake (Columbia); Green (Colorado); and the Bear River (Great Basin). Seven major mountain ranges are found within the Forest Boundaries. These mountain ranges are part of the northern Rocky Mountains and include part of the striking Teton Range and Wind River Mountains.

The Forest, with its Supervisor's Office in Jackson, is composed of the Jackson, Blackrock, Pinedale, Big Piney, Greys River, and Kemmerer Ranger Districts.

The fire program is organized by three fire zones and the Supervisor's Office.

#### **North Zone**

- There are two fire/duty stations on the North Zone: Jackson and Moran (Blackrock RD).
- The North Zone staffs a Type 3 engine out of Jackson and an interagency Type 3 engine out of Moose (Grand Teton NP), has one Prevention, and a fuels program.
- Blackrock RD hosts the Teton Interagency Wildland Fire Module (WFM).
- Housing may be available.

For specific community information please refer to the following civic web pages:

[www.jacksonholechamber.com](http://www.jacksonholechamber.com) & <http://www.tetonwyo.org/>

#### **West Zone**

- There are two fire/duty stations on the West Zone: Kemmerer and Afton (Greys River RD).
- The West Zone staffs one Type 3 engine, one Type 6 engine, one Prevention, and a fuels program.
- Housing may be available.

For specific community information please refer to the following civic web pages: <http://kemmerer.org/>

& <https://www.aftonwyoming.gov/>

#### **East Zone**

- There are two fire/duty stations on the East Zone: Pinedale and Big Piney.
- The East Zone staffs one Type 3 engine, one Type 6 engine, one Prevention, and a fuels program.
- Housing may be available.

For specific community information please refer to the following civic web pages:

<http://www.pinedaleonline.com/> , <http://www.bigpiney.com/> & <http://sublette.com/>

#### **Helitack**

- Two Type 3 Helicopters are hosted out of the helibase with a short-haul capable helitack crew.
- Teton Helibase is located at the Jackson Airport.
- Housing may be available.

## **The Process and Timeline:**

**August 10th, 2024** – Outreach begins. Information is available on the Intermountain Region Fire Hire website. <https://www.fs.usda.gov/detail/r4/jobs/?cid=STELPRDB5375168>

**August 23rd, 2024** – Announcements will be activated in [USAJobs](#). Applicants are encouraged to apply for multiple duty locations (where they would accept a position if offered), even if positions for certain locations which you are interested are not currently listed as vacant. Vacancies may occur during the hiring process and could be filled during Selection Week(s).

**September 24th, 2024** – **Application deadline** (11:59 p.m. Eastern Standard time). Applications must be submitted through [www.usajobs.gov](http://www.usajobs.gov).

**October 28th – November 8th, 2024** – Supervisory Reference Checks and Subject Matter Expert evaluations will occur during these weeks. Please ensure your references are notified of this and are available at the email address (preferred) or phone number provided on your application.

**November 4th – November 6th, 2024** – GS-09 Interviews will be conducted. Applicants that have applied for target grade GS-0462-09 positions should plan to be available for interviews from interested forests.

**November 7th – November 22nd, 2024** – Recommendations and Selections. Representatives from each forest will make recommendations for hiring. Candidates selected will be notified by a Forest Service representative via phone. It is highly encouraged for all applicants to be available via phone during this time period. Those not selected should check their USAJobs account for status updates.

### **Note:**

In order to qualify for most of these positions, you must meet qualifications requirements as defined by [Interagency Fire Program Management \(IFPM\)](#) and [Forest Service – Fire Program Management \(FS- FPM\)](#) at the time of selection. Because of these qualification requirements, a current copy of your IQCS/IQS Master Record will be required for positions in this outreach. An updated Master Record can be submitted at the time of selection if the IFPM/FS-FPM requirements were not met on the Master Record at the time of application.

You must also meet the eligibility requirements as defined by OPM. For more information on the eligibility requirements for this position, visit the [Office of Personnel Management's General Schedule Qualification Standards](#). Eligibility requirements must be met at the time of application.

Your application and resume must clearly show that you possess the experience requirements. Transcripts must be provided for qualifications based on education. Provide course descriptions as necessary.

### Agency Contact Information

District/Program	Contact Name	Contact Email	Contact #
Blackrock RD (Moran)	Dave Wilkins (North Zone FMO)	<a href="mailto:david.wilkins@usda.gov">david.wilkins@usda.gov</a>	307-739-5418
Jackson RD			
Greys River RD (Afton)	Jared Mattson (West Zone FMO)	<a href="mailto:jarad.mattson@usda.gov">jarad.mattson@usda.gov</a>	208-339-8328
Kemmerer RD			
Pinedale RD	Brian Nate (East Zone FMO)	<a href="mailto:brian.nate@usda.gov">brian.nate@usda.gov</a>	208-221-6236
Big Piney RD			
Teton Helitack	Erik Newell (Airbase Manager)	<a href="mailto:erik.newell@usda.gov">erik.newell@usda.gov</a>	775-225-4366

Position Title	Announcement #	Series/Grade	Tour	Duty Locations	CURRENT KNOWN VACANCIES
<b>Fire Management</b>					
Supervisory Forestry Technician (DZAFMO)	25-FIRE-P1R146-DZAFMOH-89DH	0462 – 8/9	PFT	Moran, WY Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY Big Piney, WY	
<b>Engines</b>					
Supervisory Forestry Technician (SFEO)	25-FIRE-P1R146-SFEOH-78DH	0462 – 7/8	PFT	Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY	<b>Jackson, WY Afton, WY</b>
Forestry Technician (FEO)	25-FIRE-P1R146-FEOH-67DH	0462 – 6/7	PFT	Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY	<b>Jackson, WY</b>
Engine Lead Forestry Technician (AFEO)	25-FIRE-P1R146-AFEO-56DH	0462 – 5/6	18/8	Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY	<b>Jackson, WY Afton, WY Kemmerer, WY</b>
Forestry Technician	25-FIRE-P1R146-ENGSRFF-45DH	0462 – 4/5	18/8	Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY	<b>Pinedale, WY Afton, WY</b>
Forestry Technician	25-FIRE-P1R4-FFTR-34DH	0462 – 3/4	18/8	Moran, WY Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY	
<b>Wildland Fire Module</b>					
Supervisory Forestry Technician (Type 1 WFM)	25-FIRE-P1VA-WFMSUP-89DH	0462 – 8/9	PFT	Moran, WY	<b>Moran, WY</b>
Forestry Technician (Type 1 WFM Asst)	25-FIRE-P1VA-HCREWT1-78DH	0462 – 7/8	PFT	Moran, WY	
Lead Forestry Technician (Hotshot/Handcrew)	25-FIRE-P1R146-HCREW-56DH	0462 – 5/6	18/8	Moran, WY	
Forestry Technician (Hotshot/Handcrew)	25-FIRE-P1R146-IHCHCRW-45DH	0462 – 4/5	18/8	Moran, WY	<b>Moran, WY</b>

**Helitack**

Supervisory Forestry Technician (Helitack Manager)	25-FIRE-P1VA-HLTKMGR-9DH	0462 – 9	PFT	Jackson, WY	
Supervisory Forestry Technician (Helitack Asst Manager)	25-FIRE-P1VA-HTKASST-78DH	0462 – 7/8	PFT	Jackson, WY	<b>Jackson, WY</b>
Forestry Technician (Helitack Squad Leader)	25-FIRE-P1VA-HTKSQLR-67DH	0462 – 6/7	18/8	Jackson, WY	
Forestry Technician (Helitack Senior Firefighter)	25-FIRE-P1VA-HTKSRFF-45DH	0462 – 4/5	18/8	Jackson, WY	<b>Jackson, WY (2 vacancies)</b>

**Prevention**

Forestry Technician (Prevention)	25-FIRE-P1VA-PREV-67DH	0462 – 6/7	PFT or 18/8	Moran, WY Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY Big Piney, WY	<b>Afton or Kemmerer (1 vacancy PFT)  Any Forest Duty Location (1 vacancy 18/8)</b>
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**Wildland Fire Apprentice**

Forestry Technician (Apprentice)	25-FIRE-P1R14-WFAP-345DH	0462 – 3/4/5	18/8	Moran, WY Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY	
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**Fuels**

Forestry Technician (Supervisory Fuels AFMO)	25-FIRE-P1R146-DFUELS-89DH	0462 – 8/9	PFT	Moran, WY Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY Big Piney, WY	
Forestry Technician (Senior Fuels Tech)	25-FIRE-P1R146-FFUELS-8DH	0462 – 8	PFT	Moran, WY Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY Big Piney, WY	
Forestry Technician (Prescribed Fire/Fuels Tech)	25-FIRE-P1R146-DFUEL-67DH	0462 – 6/7	PFT	Moran, WY Jackson, WY Afton, WY Kemmerer, WY Pinedale, WY Big Piney, WY	

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

### 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.

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

### How to Apply

Please read the entire vacancy announcement and all the instructions on USAJobs before you begin. It's important to read the announcement because there are mandatory requirements you must meet and demonstrate in your application.

**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.**

Applying online is highly encouraged. Assistance is available during normal business hours (8:00 a.m. - 4:00 p.m., Monday - Friday). 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 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.

#### 1. Create a USAJOBS profile.

If you do NOT already have one, create an account at [https://secure.login.gov/sign\\_up/enter\\_email](https://secure.login.gov/sign_up/enter_email). It is recommended that as part of your profile you set up automatic email notifications 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.

#### 2. Create a resume within USAJOBS or upload a resume into your USAJOBS account.

Consider tailoring your resume to the job announcement to ensure it documents duties and accomplishments you have achieved that are directly related to the position you are applying to. Your experience needs to address every required qualification in the job announcement. Hiring agencies will look for specific terms in your resume to make sure you have the experience they're seeking. For example, if the qualifications section says you need experience with "MS Project" you need to use the words "MS Project" in your resume. For additional help with your resume, visit Tips for Writing a Federal Resume.

#### 3. Apply Online.

After pulling up the vacancy announcement for the position in which you would like to apply, select "Apply". Follow the prompts to complete the application process including attaching any additional documents that may be required. You can update your application or attached documents anytime while the announcement is open. Simply log into your USAJOBS account and select "Applications." Select on the position title and then select "Update Application" to continue.

The following documents may be required (where applicable) to 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 may result in elimination from consideration.

- a) **Resume** including the following information: 1) job information for which you are applying; 2) personal information; 3) education; 4) work experience; and 5) other qualifications (including all NWCG qualifications)
- b) **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.
- c) **SF-50** (if you are a current or former Federal employee) Notification of Personnel Action must verify your federal status, position title, series, and grade. Utilize an 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. FSA County employees must provide the most recent notification of Personnel Action (Form SF-50-B or FSA-50) that verifies permanent status.
- d) **Annual Performance Appraisal** (if you are a current Federal employee) Submit the most recently completed annual performance appraisal (dated within 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.
- e) **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 professionals' letterhead stationery; or by statements, records, or 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](#).
- f) **Proof of Eligibility** if you are eligible for appointment based on service in the Peace Corps, Vista, Action Cooperative, or another special authority.
- g) **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.
- h) **IQCS/IQS Master Record** showing your training and qualifications for the position. If an IQCS/IQS Master Record is not available, some form of documented proof of training and qualifications will be needed for most positions.

### **Agency Contact Information**

HRM Contact Center

Phone: 877-372-7248 Option 2

TDD: 800-877-8339

Email: [HRM\\_Contact\\_Center@usda.gov](mailto:HRM_Contact_Center@usda.gov)

### **Additional Information**

Resume Building Webinars and other assistance: [USFS Recruitment and Hiring Website](#)

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