Job Title: Forestry Technician

Department: Department Of Agriculture

Agency: Forest Service

Job Announcement Number: 13-0618-0989G-PK

SALARY RANGE: $57,408.00 to $74,628.00 / Per Year

OPEN PERIOD: Tuesday, December 18, 2012 to Monday, January 14, 2013

SERIES & GRADE: GS-0462-11

POSITION INFORMATION: Full Time - Permanent

DUTY LOCATIONS: 01 vacancy in the following location:
Springfield, OR

WHO MAY APPLY: Current permanent federal employees with competitive status, reinstatement eligibles, persons with disabilities, VEOA/VRA eligibles, certain military spouses, 30% or more disabled veterans, former Peace Corps or VISTA volunteers, CTAP and ICTAP eligibles, and Farm Service Agency permanent employees of county committees.

JOB SUMMARY:

A career with the Forest Service will challenge you to manage and care for more than 193 million acres of our nation's most magnificent lands, conduct research through a network of forest and range experiment stations and the Forest Products Laboratory, and provide assistance to State and private forestry agencies.

It's an awesome responsibility - but the rewards are as limitless as the views.

This position is located in Region 6, is located at the Supervisor’s Office in the Natural Resources Section of the Willamette National Forest in Springfield, Oregon. For additional information about the
The Forestry Technician (Sale Administration) position is responsible for administering complicated timber sales on several Ranger Districts on the forest.

**KEY REQUIREMENTS**

- Must be a U.S. Citizen to apply.
- Males born after 12/31/59 must be registered with the Selective Service.

**DUTIES:**

Reviews the contract and related pre-sale data such as: preliminary logging plan, environmental assessment report, appraisal, etc.

Throughout the life of the sale, is responsible for the continuing field inspections and control of purchaser's operations such as falling, skidding and yarding, loading and hauling.

Determines whether utilization, slash disposal, and erosion control are adequate.

Initiates requests for payments, bond changes, or cooperative work.

Coordinates sale administration duties with other unit's timber and related activities.

**QUALIFICATIONS REQUIRED:**

You must possess the Basic Requirements identified below to be considered eligible for this position. Your application or resume must clearly show that you possess the appropriate experience requirements.

**GS-11:** One year of specialized experience equivalent to at least the GS-10 level.

Specialized experience is defined as experience that is typically in or related to the work of the position to be filled and has equipped you with the particular knowledge, skills, and abilities to successfully perform the duties of the position.
**Examples of specialized experience are:** Determined when log hauling may be allowed on system roads under construction, agreements, and monthly reports progress. Prepared and performed annual review of Sale Administration Job Hazard Analyses. Kept supervisor informed of major problems.

**TIME-IN-GRADE REQUIREMENT:** If you are a current federal employee in the General Schedule (GS) pay plan and applying for a promotion opportunity, you must meet time-in-grade (TIG) requirements with 52 weeks of service at the next lower grade level in the normal line of progression for the position being filled. This requirement must be met within 30 days of the closing date of this announcement.

**REQUIREMENTS:**

May be subject to satisfactory completion of one year probationary period or trial period.

**HOW YOU WILL BE EVALUATED:**

You will be evaluated based on your qualifications for this position as evidenced by the education, experience, and training you described in your resume, as well as the responses to the Occupational Questionnaire to determine the degree to which you possess the knowledge, skills, and abilities listed below:

Knowledge of timber sale administration.

Knowledge of forestry methods, techniques and practices.

Ability to analyze forestry technician problems and develop solutions.

Ability to communicate in writing.

Ability to communicate other than in writing.

Clicking the link below will present a preview of the application form; i.e. the online questionnaire. The application form link below will only provide a preview and does not initiate the application process. To initiate the online application process, click the “Apply Online” button to the right.
BENEFITS:

The Federal Government offers a comprehensive benefits package. Explore the major benefits offered to most Federal employees at:

OTHER INFORMATION:

Relocation expenses are authorized.

This is a bargaining unit designated position.

Career Transition Assistance Plan (CTAP) or Interagency Career Transition Assistance Plan (ICTAP): If you are claiming CTAP/ICTAP eligibility, provide proof of eligibility. CTAP/ICTAP eligibles must meet the agency’s definition for a quality candidate to be considered. Information about CTAP/ICTAP eligibility is on OPM’s Career Transition Resources website at http://www.opm.gov/ctap/index.asp.

• BACKGROUND INVESTIGATION AND FINGERPRINT CHECK: Selection and retention in this position is contingent on a successfully adjudicated FBI National Criminal History Check (fingerprint check) and a background investigation.

We may select from this announcement or any other source to fill one or more vacancies.

HOW TO APPLY:

Please 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 closing date of this 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 our office 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 us if you require this for any part of the application and hiring process.

Step 1 – 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" and 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.

**REQUIRED DOCUMENTS:**

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, illegible fax transmissions, delays in the mail service etc. Failure to submit required, legible documents will result in elimination from consideration.

1. 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.

2. 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.

3. 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.

4. 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.

5. 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.

6. 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 stationary; 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: https://www.opm.gov/disability/appempl.asp.

7. If you are eligible for appointment based on service in the Peace Corps, Vista, Action Cooperative, or another special authority, submit proof of eligibility.

8. 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.
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 INFO:

ASC-HRM Contact Center
Phone: 1-877-372-7248, option 2
Fax: 1-866-338-4063
TDD: 1-800-877-8339
Email: fsjobs@fs.fed.us

Agency Information:
USDA Forest Service

Do not mail applications, see instructions under How to Apply tab.
Albuquerque, New Mexico,
87109
USA
Fax: 1-866-338-4063

WHAT TO EXPECT NEXT:

If you set up your USAJOBS account to send automatic email notifications, you will receive an acknowledgement email that the submission of your online Occupational Questionnaire and resume was successful, if you were referred to the selecting official for consideration, and if you were selected or not selected. If you choose not to set up automatic email notifications, you must check your USAJOBS account for the latest status of your application. Your application may be reviewed to verify that you meet the qualifications and eligibility requirements for the position prior to issuing lists to a selecting official. If further evaluation or interviews are required, you will be contacted. Normally, a final job offer to the selected candidate is made within 30-60 days after the issuance of the certificate.

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