



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

Approved under the Civil Service Retirement System, 5 USC 8336(c)

Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Primary - rigorous

Bureau: of Land Management, Bureau

Classification Title: Supervisory Range/Forestry Technician

Organization Title: Hot Shot Crew Superintendent

Position Number: F186 Series and Grade: GS-0455/0462-07

RECOMMENDATION FOR COVERAGE REVIEW:

Primary rigorous coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested. This position has been approved by OPM at the GS-08 level.

Primary duties are directly connected with the control and extinguishment of fires. Duties are rigorous and employment is limited to young and physically vigorous individuals.

[Signature]

Bureau Program Designee

11/14/97
Date

[Signature]

DOI Fire & Law Enforcement Team Lead, Marcia L. Scifres

11/13/97
Date

[Signature]

Director, Office of Fire and Aviation (BLM), Lester K. Rosenkrance

11/13/97
Date

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

[Signature]

Mari Barr, Secretary's Designee

25 Nov 97
Date

Supervisory Range/Forestry Technician (Hot Shot Crew Superintendent), GS-0455/0462-07
PD #F186

The primary purpose of the position is to serve as a Category I Hotshot Superintendent working with the crew on the fireline. Serves as a working crew in carrying out helitack, engine crew, hand crew, or aviation activities. Uses a variety of specialized tools, equipment, and techniques to actively suppress fires. Standards for Fire Operations - Hotshots p.101-104. Similar standard BLM position description has been approved for primary coverage by OPM and DOI.

STATEMENT OF DIFFERENCE
Supervisory Forestry Technician
GS-462-07

Performs duties in an on-the-job training capacity. Training is provided to increase employee's knowledges, skills, and abilities to perform duties at the GS-08 level.

Works under the supervision of the Chief, Hotshot Crew Section (Supervisory Forestry Technician) who assigns work in terms of what is to be done and the resources available to accomplish the assignments. Since the employee is in charge of a segment of firefighters, the employee is responsible for analyzing situations and keeping the next higher level supervisor aware of problems and progress. The employee normally is free to use the available resources as determined to be the most feasible within the environmental conditions they are working. Additional guidance is available from the next higher level supervisor if traditional methods do not yield the desirable results. Dependent upon the assignment, work is reviewed in progress or upon completion in terms of meeting objectives in a safe and efficient manner within the established guidelines. The incumbent must analyze situations and adapt tactics and methodology to meet situations which are new or unusual for the crew. Based upon the varying work experiences of the crew, the employee recognizes the need for and recommends changes to basic guidelines.

Certified:



7/29/92

Chief, Branch of Fire Suppression Specialists

Michelle S. Grimm 7/31/92

Position Classification Specialist

Special Retirement Coverage:		
<input checked="" type="checkbox"/> Firefighter	CBRS: date approved	11/25/97
<input type="checkbox"/> Law Enforcement	PERB: date approved	11/25/97
<input checked="" type="checkbox"/> Primary/Gravous	secondary/administrative	secondary/supervisory

FF Special Retirement Cov

AV 07/15/02

Standard Position Description (SPD)# F 186

SPAN

Certification of CSRS Primary (FF) coverage approval for the above SPD can be found in the signed OPM general coverage certification letter dated 07/29/91.

Certification of FERS Primary-Rigorous (FF) coverage approval for the above SPD can be found in the signed DOI general coverage certification sheet dated 10/02/91.

POSITION DESCRIPTION (Please Read Instructions on the Back)

(R) F189

1. Agency Position No. F186

2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment		3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location		5. Duty Station		6. OPM Certification No.	
Explanation (Show any positions replaced)		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 Interests		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		13. Competitive Level Code	
		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)		11. Position Is: <input checked="" type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input type="checkbox"/> Neither		12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 3-Critical Sensitive <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 4-Special Sensitive		14. Agency Use	

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. U.S. Office of Personnel Management						
b. Department, Agency or Establishment						
c. Second Level Review	Supervisory Range/Forestry Technician*	GS	455/462	08		11/21/90
d. First Level Review						
e. Recommended by Supervisor or Initiating Office	Supervisory Range/Forestry Technician*	GS	455/462	08	mlh	6/22/90

16. Organizational Title of Position (if different from official title)
Hotshot Superintendent

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment DEPARTMENT OF THE INTERIOR		c. Third Subdivision	
a. First Subdivision Bureau of Land Management		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)

I, 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 related 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		Signature	
Date		Date	
		L. BARKOW Ch Fire & Aviation	
		(signed) L. BARKOW JAN 18 1990	

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-455/462

23. Position Review		24. Remarks	
Typed Name and Title of Official Taking Action JULIET D. POWELL Personnel Management 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 Juliet D Powell Date 11/21/90			

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

SUBJECT TO DRUG TESTING

*Interchangeable based upon primary vegetation of the unit.

Supervisory Range/Forestry Technician, GS-455/462-8
Hotshot Superintendent
Position No. F186

INTRODUCTION

This position is located in a Bureau fire suppression organization. The primary purpose of the position is to serve as a Category I Hotshot Superintendent working with the crew on the fireline.

DUTIES

1. Hotshot Superintendent

Supervises a hotshot crew composed of 20 employees in fireline construction and burning out of fuels in rugged timber, mountainous terrain, or on open and rough ground.

Serves as a Hotshot Superintendent responsible for suppressing and controlling fires by applying knowledge of fire suppression methods, building fire lines, intentionally burning fuels within the fire perimeter, and patrolling lines. May supervise up to 100 individuals on fires. At the fire, anticipates fire behavior, determines strategy and tactics, and directs the following activities: hot spot extinguishment; fire line construction; air tanker drops on the fire; paracargo drops of tools and supplies to safe zones near the fire. Coordinates with dispatchers for additional personnel or equipment. Directs helicopters used on fires to ferry personnel and supplies and to perform aerial reconnaissance. Directs the selection and construction of landing spots and the loading of helicopters internally or by external sling loads following prescribed loading weights.

Establishes crew policies and procedures. Resolves employee complaints.

Recommends promotions, commends outstanding performance, takes minor disciplinary action when needed, and completes the standard evaluation forms for each employee.

Leads daily physical conditioning program to assure the crew's physical stamina for firefighting.

Assists in development and presentation of training for Hotshot crewmembers and other firefighters in physical conditioning, firefighting, use of tools and equipment, air operations, and safety first aid.

Establishes and maintains cooperative relations with local and State Governmental Agencies and the other Federal Agencies involved in or concerned with wild land fire management.

2. Performs other duties as assigned, such as:

Provides input to Fire Management Officer (FMO) and acts as FMO (in absence of FMO) in directing the District's protection program which includes: fire prevention, detection, presuppression, suppression and postsuppression activities. Manages all fire equipment (in absence of FMO) including the fire engines, retardant base, fire cache, and dispatch office.

Serves as a Technical Advisor to the Fire Management Officer on all fire related resource management matters. Provides technical assistance, including Fire Management Activity planning, District Fire Management Plans, and Site Specific Fire Plans.

Develops prescribed fire plans following identified objectives, technical standards, and Bureau policies. Gathers data and prepares site specific information for Environmental Assessment Reports. Directs prescribed fire activities.

Supervises the crew in performing assigned resource projects ensuring work meets established standards.

Represents the Bureau at professional meetings and/or committees of a technical nature.

FACTORS

Factor 1, Knowledge Required by the Position

Knowledge of State and Federal Fire Regulations and other fire agencies' policies and procedures in suppression of fires to perform fire suppression assignments and work with individuals in other agencies on suppression.

Knowledge of personnel, fiscal, and property and purchasing guidelines and procedures is required in order to carry out the supervisory duties of the position.

Prior firefighting experience is required in order to effectively serve as a crew supervisor or incident commander in suppression of wild fires.

Thorough knowledge of wild fire suppression techniques sufficient to determine strategy and tactics and to direct up to 100 firefighters in the following activities: air tanker drops; hot spot extinguishment; building of fire lines and correction of construction errors; prescribed fire operations; determination of fire behavior; using tools such as chain saws, pumps, and hand tools.

Thorough knowledge of Hotshot crew organization and safety procedures sufficient to successfully lead a 20 person hotshot crew in the rapid construction of fire lines in rugged timber, mountainous terrain, tundra, or on open ground.

Knowledge of air operations and safety procedures sufficient to direct the construction of temporary landing areas for helicopters and loading or unloading of hovering helicopters by sling operations and to assure that proper aviation transportation procedures are followed.

Communicates well orally and uses hand radios to direct suppression activities of up to 100 firefighters.

Factor 2, Supervisory Controls

Work is assigned in terms of priorities and objectives to be achieved. Employee independently determines methods of achieving objectives based on personal experience, training, judgment, existing guidelines, and established

procedures/policies. Matters of an unusual or complex nature are referred to supervisor, whenever necessary. Work is reviewed and performance is evaluated for accomplishment of objectives, soundness of decisions, and compliance with appropriate requirements.

Factor 3, Guidelines

Guidelines include BLM and USFS fire suppression manuals. These guides provide a framework for following fire suppression operations. On the fire line, the employee must apply judgment in determining the best method for achieving control of wild fires by deciding upon suppression tactics and the need for additional firefighters or equipment.

In performing prescribed burning and other fire suppression duties, the employee adapts guidelines and procedures to meet the specific situations involved. The employee analyzes problems and recommends changes in the local procedures.

Factor 4, Complexity

The employee is required to supervise a 20 person hotshot crew in all phases of fire suppression. The employee must consider various factors influencing wild fire behavior such as fuels, weather, and topography. These factors often hinder suppression efforts, aggravate the establishment of fire lines and threaten the crew's personal safety. Work is performed for a variety of entities with different operating policies and procedures. The employee must evaluate the above conditions in order to serve as an effective supervisor of a hotshot crew.

In performing other fire suppression technical work, the employee makes decisions/recommendations based upon a limited variety of on-site situations within accepted practices and techniques. Additional assistance is available in instances where accepted practices do not meet a specific need.

Factor 5, Scope and Effect

The primary purpose of the work is to swiftly gain control of wild fires by supervising a hotshot crew that is highly trained in all aspects of firefighting. This firefighting force directly impacts preservation of wildlife and range habitat, protects the local economy, and protects both public and private properties in the United States.

Factor 6, Personal Contacts

Personal contacts include all levels of BLM personnel, pilots, other Agency personnel, land managers, volunteer fire departments, and the general public.

Factor 7, Purpose of Contacts

Contacts with other hotshot personnel and other BLM supervisors occur daily to receive assignments. Contacts with local volunteer fire departments and other agencies' personnel are required to brief them during fire suppression activities. Contact with the general public is made on occasion and are primarily tour group contacts. Contacts with employees are to lead and accomplish work assignments.

Factor 8, Physical Demands

Work involves extreme physical exertion including carrying packs for several miles through rugged terrain and up to 19-hour shifts while working on the fire line. As a red-carded line firefighter, the employee must meet the established physical and/or step test requirements for the position.

Factor 9, Work Environment

The majority of work is performed outdoors in a wide variety of weather and terrain conditions. The work requires the use of special safety equipment such as protective clothing and hard hats. Meals frequently consist of cold "MRE" rations, and sleeping facilities are small tents and sleeping bags.

Employee risks death or serious injury during firefighting.