



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: Lead Range/Forestry Technician

Organization Title: Hot Shot Squad Leader

Position Number: F183 Series and Grade: GS-0455/0462-05

RECOMMENDATION FOR COVERAGE REVIEW:

Primary rigorous coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

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.

x [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

STATEMENT OF DIFFERENCE
Forestry Technician
GS-462-05

Performs duties in an on-the-job training capacity. Training is provided to increase the employee's knowledges, skills, and abilities to perform duties at the GS-06 level.

Works under the supervision of the North Star Crewboss (Supervisory Forestry Technician) who assigns work in terms of what is to be accomplished and the resources available to complete the assignment. The incumbent serves as a squad boss often responsible for analyzing situations and anticipating the most effective use of the assigned squad in accomplishing a specific fire suppression objective. Additional assistance is available in larger, more complex fire situations and in coordinating work. Dependent upon the project, work is reviewed in progress or upon completion in terms of meeting objectives in a safe and efficient manner within the established guidelines.

Edward K. Strong
4/16/96

<input checked="" type="checkbox"/> Special Retirement Coverage:	
<input checked="" type="checkbox"/> Firefighter	DATE: 11/25/97
<input checked="" type="checkbox"/> Law Enforcement	DATE: 11/25/97
<input checked="" type="checkbox"/> Primary/Supervisory	secondary/administrative

POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS: Standard PD, Bureauwide

2. NAME OF INCUMBENT: David Matier *Aaron Jokish*

3. ORGANIZATIONAL LOCATION AS SHOWN ON CURRENT DESCRIPTION: AS HEREBY AMENDED

11a. _____ d. _____

b. _____ e. _____

c. _____

4. CSC TITLE AND BUREAU POSITION NO. Lead Range/Forestry Technician (Hotshot Squad leader) F183 SA

SCHEDULE	SERIES	GRADE
<u>GS</u>	<u>455/462</u>	<u>06</u>

SAME AS PRESENT; AMENDED FOR: CSC TITLE POS. NO. SCHEDULE SERIES GRADE

CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED IN THIS AMENDMENT.

Not Applicable (Signature of Supervisor) _____ (Date)

TITLE _____

6. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.

Applies only to PD classified 11/21/90

No change classification of PD.

Mark Alexander (Signature of Official Estimating Classification Authority) 3/23/92 (Date)

TITLE Classification & Wage Specialist

7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE, AND THE ADDITIONS, DELETIONS, OR OTHER REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER. The following special retirement coverage information is added:

"This position is covered as a basic/rigorous position under the special retirement for law enforcement officers and firefighters (CSRS/FERS)."

References: CSRS coverage: OPM letter dated 7/29/91, number L-910-980-40
 FERS coverage: DI letter dated 10/2/91, number _____

All basic/rigorous firefighter and law enforcement officer positions are subject to:

- The arduous physical requirements of the GS-455/462 or GS-1811 series (for firefighters this also includes the Step Test)
- The maximum entry age policy that all appointments are subject to a maximum entry age of 35 or the applicant must have a combination of Federal service which would permit the employee to retire at age 55.
- The 7-1/2% special retirement deductions are mandatory for all permanent positions.

Under FERS regulations employees in firefighter/law enforcement organizations may within six (6) months of entering the position or after any significant change in the position, formally and in writing seek a change in coverage determination under 5 USC 842.804(c).

Under CSRS regulations employees in firefighter/law enforcement organizations must within sixty (60) days of an agency notice regarding the coverage of their position request a

POSITION DESCRIPTION (Please Read Instructions on the Back) 352-34-8706-004 ST

Agency Position No. F183SA

2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other planation (Show any positions replaced) Replaces AA 3574 Forestry Tech. GS-462-6		3. Service <input type="checkbox"/> Meters <input checked="" type="checkbox"/> Field	4. Employing Office Location Anchorage AK	5. Duty Station Fairbanks AK	6. OPM Certification No.
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel <input type="checkbox"/> Employment and Financial Interests <input checked="" type="checkbox"/> N/A		9. Subject to LA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
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 type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither	12. Sensitivity <input checked="" type="checkbox"/> 1-Highly Sensitive <input type="checkbox"/> 2-Critical Sensitive <input type="checkbox"/> 3-Noncritical Sensitive <input type="checkbox"/> 4-Special Sensitive		13. Competitive Level Code F1S
				14. Agency Use FPL: GS-6	

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	Lead Range/Forestry Technician*	GS	MOD: 02 455/462	06		11/21/90
d. First Level Review						
e. Recommended by Supervisor or Inquiring Office	Lead Range/Forestry Technician*	GS	455/462	06	mlh	6/22/90

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

17. Name of Employee (if vacant, specify) Lambright, Michael

18. Department, Agency, or Establishment DEPARTMENT OF THE INTERIOR	c. Third Subdivision Alaska Fire Service
a. First Subdivision Bureau of Land Management	d. Fourth Subdivision Div. of Fire Operations
b. Second Subdivision Alaska State Office	e. Fifth Subdivision Br. of Fire Suppression Specs

19. Employee Review—This is an accurate description of the major duties and responsibilities of my position.

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 relating 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 David A. Nash, Chief, Fire Ops Signature: [Signature] Date: 5/15/92	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional) L. BARKOW Ch Fire & Aviation Signature: (signed) L. BARKOW Date: JAN 18 19
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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

Typed Name and Title of Official Taking Action
JULIET D. POWELL
Personnel Management Specialist
Signature: [Signature] Date: 11/21/90

23. Position Review	Initials	Date	Initials	Date	Initials	Date	This position is for young, physically vigorous individuals and is subject to the maximum entry age restrictions.
a. Employee (optional)							
b. Supervisor							
c. Classifier							

24. Remarks
 Fire Coverage: CSRS as per OPM Ltr dtd 7-29-91
 FERS as per DIL Ltr dtd 10-2-91
 Subject to Drug Testing
 Open Primary - Rigorous L 710 980 400000 R 6/21/93
 *Interchangeable based upon primary vegetation of the unit.
 HC: 400
 BUS: 7

Lead Range/Forestry Technician, GS-455/462-6
Hotshot Squad Leader
Position No. F183

INTRODUCTION

This position is located in a BLM fire suppression organization. The purpose of the position is to serve as a squad leader within an organized firefighting crew. The primary duties are to lead and work with the crew in fireline construction and the repair and maintenance of firefighting tools and equipment. Other incidental duties relating to the fire program or other resource programs may be assigned during stand-by periods.

The employee is, on a continuous basis, a designated lead for a group of three or more GS-2,3,4, and 5 crewmembers.

DUTIES

A. The primary purpose of this position is to serve as a squad leader for a group of firefighters. Provides work direction for firefighters assigned to the squad. Analyzes fire conditions and determines attack methods within area of responsibility as assigned by the crew leader/supervisor. Utilizes a variety of specialized tools, equipment, and techniques while actively suppressing wild fires. Locates line, directs and participates in line construction, backfire and burnout, hose layout and pumping, tree falling, and holding/patrol/mop-up operations. Performs routine emergency repairs for power tools and equipment in field situations.

On multiple squad fires, coordinates the squad's operations with the crew leader.

May be assigned for short periods of time to coordinate the work of multiple squads.

B. Functions in the positions for which qualified during prescribed burns. May serve during firefighting emergencies in other SOF or Incident Command System (ICS) positions for which trained and qualified.

As assigned, functions as an Initial Attack Incident Commander on small fires.

C. Participates in the maintenance and repair of firefighting equipment and tools. Receives firefighting training. Participates in readiness drills.

D. As a designated work leader, the employee (1) assigns work within the group based upon prior training and experience, (2) is aware of work progress and adjusts assignments to meet needs, (3) keeps supervisor up-to-date on work progress, (4) provides on-the-job training/training follow up on firefighting operations and use of equipment, (5) ensures work is accomplished safely within established procedures, (6) keeps assigned employees informed of administrative policies and procedures relating to them, (7) resolves complaints, refers grievances to the supervisor, and (8) keeps supervisor informed on employee work habits, progress, and discipline problems.

E. In normal occurrence fire seasons, may spend 10-20% of the time on other fire related duties such as fire prevention, collecting fire management data, and participating in safety sessions and fire critiques.

F. May spend approximately 10% of the time on other resource program activities and projects.

FACTORS

Factor 1, Knowledge Required by the Position

Knowledge of (1) firefighting methods, tactics, and procedures, (2) wildfire Federal and State agency internal guidelines and practices, and (3) firefighting tools and equipment maintenance and repair procedures are required to lead the assigned crewmembers in suppression activities.

A general knowledge of the use of aircraft in fire suppression activities is required.

Basic knowledge of fire behavior and the effects of wind, slope, and fuels on fire is required.

Knowledge of safety precautions in fire suppression situations is required.

It has been determined that the employee in this upper level crewmember position must have (1) prior line firefighting experience and training to perform the duties of the position, and (2) prior hand crew experience. Ability to serve as a lead fire suppression crewmember is required.

Must possess a valid state driver's license.

Ability to communicate effectively with others in emergency situations in field locations.

Factor 2, Supervisory Controls

The supervisor makes firefighting and other assignments indicating what is to be done, priorities, limitations, quality and quantity expected, and deadlines. Normally the supervisor or work leader briefs the crew each morning on fire situations, anticipated actions, and specific crew assignments for the day. Training has been provided on normal firefighting methods, procedures, tactics, and hand crew operations. Additional guidance and direction is provided for new, difficult, or unusual assignments.

As a squad leader, the employee uses initiative in carrying out recurring assignments independently determining routes to travel, use of tools and equipment, and type of maintenance and repair duties necessary. The supervisor/work leader is consulted in more complex fire situations or in situations where normal procedures will not produce the desired results.

The supervisor/work leader reviews the assigned work ensuring that safe and efficient methods are used and that the crew is in a fire readiness status. Project fire and non-fire related work is reviewed by the responsible coordinators periodically and/or upon completion dependent upon the difficulty of the assignment.

Factor 3, Guidelines

Procedures for performing the firefighting duties have been established, were included in training sessions, and for some parts of the work are available in

printed materials, e.g., equipment operation and maintenance guides. Due to the limited size and type of fires normally encountered independently, the employee's alternatives in taking action are normally limited to well established procedures with only minor adjustments being applicable. The supervisor/work leader is readily available by radio or in person if a more difficult situation is encountered.

Factor 4, Complexity

The work consists primarily of leading and working with crews on the fireline and in maintaining fire equipment and tools. Because of the crew size and equipment capability, decisions relating to what type of suppression methods and procedures to apply to specific situations are limited. It is essential that the employee be capable of sizing up and analyzing fire situations and recognizing the need for and requesting additional assistance in those situations exceeding the crew's limitations. The actions taken vary with the capabilities of crew(s) and equipment, fuel types, fire weather conditions, and the resource values concerned.

In addition, the employee is a designated work leader with a continuing responsibility for leading an assigned group of employees.

Factor 5, Scope and Effect

The purpose of the position is to serve as a squad leader during firefighting and equipment maintenance and repair activities. The work performed by the squad contributes to the effectiveness of the firefighting organization in suppressing wild fires and protecting resource values.

Factor 6, Personal Contacts

The personal contacts are normally with other employees in the fire suppression organization although some contacts occur with other resource personnel in carrying out specifically assigned project work and with the general public in performing fire patrol assignments.

Factor 7, Purpose of Contacts

The purpose of the contacts is to obtain information, give directions, provide information, clarify assignments, coordinate work efforts, and, upon occasion, resolve operating problems.

Factor 8, Physical Demands

This firefighting position requires strenuous physical labor on a recurring basis. The employee must meet the established step test and arduous physical requirements for the position.

Factor 9, Work Environment

This position includes recurring field assignments with exposure to various terrain, weather, smoke and fire conditions. Special safety precautions and the use of safety equipment are required.