



U.S. Fish and Wildlife Service

**PD EXPRESS**

## Position Description

<b>PD No.:</b>	123538
<b>FPPS PD No.:</b>	S000398
<b>FWS Title:</b>	STUDENT TRAINEE (RANGE/FORESTRY SUPPORT - FIRE)
<b>OPM Title:</b>	STUDENT TRAINEE (RANGE/FORESTRY SUPPORT - FIRE)
<b>Position Type:</b>	Neither
<b>Equal Employment Opportunity Statement:</b>	
<b>Pay Plan, Series and Grade:</b>	GS-0499 : Biological Science Student Trainee Series-3
<b>Full Performance Level:</b>	3
<b>Is Interdisciplinary PD?</b>	NO
<b>Additional Series:</b>	
<b>Employing Office Location:</b>	
<b>Duty Location:</b>	
<b>Competitive Level Code:</b>	
<b>Service:</b>	Field
<b>Reason for Submission:</b>	Other
<b>Fair Labor Standards Act:</b>	Non-Exempt
<b>Subject to IA Action:</b>	YES
<b>Financial Statements Required?</b>	NO
<b>Position Sensitivity:</b>	Non-Sensitive-Moderate
<b>Organization Structure:</b>	Department of Interior 1st Subdivision: US Fish and Wildlife Service 2nd Subdivision: 3rd Subdivision: 0:SPD Organization Code 4th Subdivision: 5th Subdivision:
<b>Standards Used to Classify the Job:</b>	OPM Job Family Standard for the given series OPM GS-0099 General Student Trainee Series Definition; OPM Guide for Aid and Technical Work in the Biological Science Series, GS-0400, TS-111, dated 12/91
<b>Bargaining Unit Status:</b>	7777

<b>Position Status:</b>	Excepted
<b>Position Status Remarks:</b>	Modifications to DOI SPD# DOI103 per guidance established under 5 CFR 362.203(f).
<b>Drug Testing Required?</b>	YES
<b>Physical Examination Required?</b>	YES
<b>Remarks:</b>	This position is approved for Service-wide use.
<b>Supervisor Certification Text:</b>	
<b>Supervisor Signature:</b>	
<b>Supervisor Title:</b>	
<b>Supervisor Sign Date:</b>	
<b>Approving Official Signature:</b>	
<b>Approving Official Title:</b>	
<b>Approving Official Sign Date:</b>	
<b>Classifier Certification Text:</b>	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.
<b>Classifier Signature:</b>	CECILIA KING
<b>Classifier Title:</b>	Service Classification/Compensation Manager
<b>Classifier Sign Date:</b>	8/10/2012 9:18:00 AM

## Introduction:

This is an entry level student trainee (Intern) standard position description (SPD) in the field of wildland fire management intended for use throughout the US Fish and Wildlife Service (FWS or Service). This SPD is being established under the Career Pathways' Intern Program, as established under E.O. 13562, Recruiting and Hiring Students and Recent Graduates. The Intern Program is designed to provide students enrolled in a wide variety of educational institutions, from high school to graduate level, with opportunities to work in agencies and explore Federal careers while still in school and while getting paid for the work performed.

This position is essentially the same as Department of the Interior (DOI) SPD# DOI103 (Range/Forestry Aid (Fire) GS-0455/0462-03); however, the position's title and occupational series are being changed for establishment under the Career Pathways, Student Intern Program (5 CFR 362.203(f)). The position is located on a fire crew and the incumbent serves as a crewmember within the fire management organization.

The purpose of the position is wildland fire suppression/management/control, as a firefighter on an engine, helitack module, or hand crew. Other wildland fire related duties might involve fire prevention, patrol, detection, or prescribed burning. The incumbent will also be involved with the maintenance and repair of firefighting tools equipment and facilities, and will receive firefighting training.

NOTE: This is an arduous position and subject to medical screening, physical fitness testing, and drug testing as a testing designated position (TDP) under the Department of the Interior Drug-Free Workplace Program.

## Duties:

### Major:

1. Percentage Of Time: 70%

Serves as a member of a fire crew assigned to suppress the full range of wildland fires. Performs assignments as a wildland firefighter in developing a working knowledge of fire suppression and fuels management techniques, practices and terminology. This consists of fireline construction, use of pumps and engines, hose lays using appropriate nozzles and nozzle adjustments in the effective use of water and additives, working in and around aircraft such as helicopters, safety rules, and basic fire behavior.

Searches out and extinguishes burning materials by moving dirt, applying water by hose or backpack pump, etc.

Chops brush, fells small trees, and moves dirt to construct firelines using various hand tools such as axes, shovels, Pulaskis, McLeods, and may use power tools including chainsaws and portable pumps to control spreading of wildland fire and/or to prepare control lines prior to burning.

Patrols fireline to locate and extinguish embers, flareups, and hotspot fires that may threaten developed firelines.

Cleans, reconditions, and stores fire tools and equipment.

May assist trained personnel in more specialized assignments such as backfire and burnout, mobile and stationary engine attack, construction of helispots, helitack operations, and performing hover hookups.

Participates in fire and safety training in the techniques, practices, and methods of fire suppression and in the safe, efficient operation and use of tools, equipment and vehicles used in fireline activities. Participates in crew proficiency checks and drills. Participates in safety sessions and fire critiques. Ensures own and others' welfare and safety in all aspects of the assignments.

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2. Percentage Of Time: 30%

May be assigned to a fire lookout to provide detection and reporting of wildfires.

May perform project work such as fuel inventory, preparing associated reports, and hazard fuel reduction projects.

May perform project work such as road and trail maintenance, habitat manipulation, and miscellaneous equipment and facilities maintenance.

May assist higher level workers in forestry/range research efforts; in the marketing of forest/range resources; or in the scientific management, protection, and development of forest/range resources.

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#### Overall Qualifications:

Qualification	Description	Qualification Type
Other License	This is an arduous position and subject to medical screening, physical fitness testing, and drug testing as a testing designated position (TDP) under the Department of the Interior Drug-Free Workplace Program.	Selective Factor

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#### FES Factors:

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#### Factor 1 - Knowledge Required by the Position:

[Factor Level 1 - 2] - 200 points

Working knowledge of standard wildland fire management program requirements, suppression tactics, methods and procedures and skill in the use of wildland firefighting handtools, pumps and hoses, and chainsaws sufficient to perform routinely assigned fire suppression and prescribed fire assignments and to maintain firefighting tools and equipment.

Working knowledge of fire behavior, hazards, and accepted fire safety practices and procedures to prevent injury and loss of life.

Ability to perform duties under stressful and adverse operating conditions, such as long work hours, heavy workloads, emergency situations, adverse working and environmental conditions.

Must possess the ability to verbally communicate sufficiently to work as a member of the team on day-to-day matters and to meet and deal with public land users.

Knowledge of agency and interagency qualification, position task book requirements, and certification standards and procedures adopted by the National Wildfire Coordinating Group (NWCG).

Knowledge of reporting requirements and procedures.

Basic understanding of appropriate act requirements to include the Equal Opportunity Act, Civil Rights Act, Age Discrimination in Employment Act, Rehabilitation Act, 29 CFR 1604.11(a) Sexual Harassment sufficient to function within a diverse workforce.

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## **Factor 2 - Supervisory Controls:**

**[Factor Level 2 - 1] - 25 points**

The supervisor or higher graded employee makes continuing, specific assignments detailing procedures to be followed. The supervisor or higher graded employee provides instruction for resolving problems involving unfamiliar or unusual situations. The work is closely controlled and the incumbent seldom works without a higher graded employee present. The supervisor insures that finished work is completed according to instructions.

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## **Factor 3 - Guidelines:**

**[Factor Level 3 - 1] - 25 points**

Procedures for doing the work have been established and a number of specific guidelines exist such as oral instructions, standing operating procedures, maps, equipment manuals, health and safety codes, fire line handbooks, field operations guides, and training prior to actual fuels management and fire suppression activities. The incumbent works in strict adherence to the guidelines, referring needed deviations or questions to the supervisor or higher graded employee who is available while performing wildland fire suppression activities.

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## **Factor 4 - Complexity:**

**[Factor Level 4 - 1] - 25 points**

Performs a variety of routine tasks in the suppression of wildland fires. Uses a variety of hand and power tools and equipment. Specific tasks, use of tools and methods, and the sequence in which tasks are to be done are determined by higher graded wildland firefighters. Actions taken vary dependent upon the fire terrain, intensity of fire, fuels availability, wind velocity, and values at risk.

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## **Factor 5 - Scope and Effect:**

**[Factor Level 5 - 2] - 75 points**

The work involves the execution of specific rules, regulations, or procedures and typically comprises a complete segment of an assignment or project of broader scope. Work involves the execution of specific procedures, techniques, which differ with each fire's fuel type, weather conditions, and topography. The effect of the work performed is to minimize loss of natural resources, improvements, property or life. The performance of the crew contributes to the overall effectiveness of the wildland fire management effort.

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## **Factor 6 - Personal Contacts:**

**[Factor Level 6 - 1] - 10 points**

Contacts are primarily with other members of the crew, the crew leader/supervisor, and others in the wildland fire management organization. Additional contacts involve Refuge land users and landowners adjacent to Refuge lands.

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## **Factor 7 - Purpose of Contacts:**

**[Factor Level 7 - 1] - 20 points**

Contacts are made to exchange information about the immediate work situation in which crewmembers are to receive instructions and to clarify how the work is to be done.

Meets and deals on day-to-day matters with co-workers, public land users, and landowners in order to exchange information.

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### **Factor 8 - Physical Demands:**

#### **[Factor Level 8 - 3] - 50 points**

Arduous: Duties involve rigorous fieldwork requiring above average physical performance, endurance and superior conditioning. Work requires prolonged standing, walking over uneven ground, and recurring bending, reaching, lifting and carrying of items weighing over 50 pounds and shared lifting and carrying of heavier items, and similar strenuous activities requiring at least average agility and dexterity.

Duties include demands for strenuous activities in emergencies under adverse environmental conditions and over extended periods of time. Operation of some specialized fire equipment can place extended physical stress on incumbent during fire activities.

Incumbent is subject to medical examination and must pass the work capacity test for arduous positions.

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### **Factor 9 - Work Environment:**

#### **[Factor Level 9 - 3] - 50 points**

The work is primarily performed in forest and rangeland environments in steep terrain where surfaces may be extremely uneven, rocky, covered with thick tangled vegetation, smoky conditions, etc. Temperatures commonly exceed 100 degrees F and fall below freezing. Risks include smoke inhalation, fire entrapment, snake or insect bites and stings, exposure to excessive machinery noise, and falling and rolling material. Personnel must adjust and cope with exposure to weather elements, dust and smoke, poor bivouac and eating situations under an unpredictable set of circumstances. Incumbent may be required to live in backcountry camps for extended periods of time.

The hazardous nature of the work requires that personal protective equipment be worn (boots, hardhat, gloves, flame resistant clothing, etc.). Work may require travel by light fixed-wing or rotor-wing aircraft.

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<b>Total Points:</b>	480
<b>Grade Conversion Range:</b>	455-650
<b>Grade:</b>	GS-3

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