OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD, AND FORESTRY
RECRUITMENT NOTICE

~~~ PLEASE POST ~~~

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The Oklahoma State Department of Agriculture is accepting applications for the following position in the Forestry Services Division:

FOREST RANGER, L23A

NUMBER OF VACANCIES: One (1)
POSITION NUMBER: 04000203
ANNOUNCEMENT NUMBER: 16-34

RECEIVED OCT 11 2016 FORESTRY SERVICES

Level:	**1**
Salary Band:	**G**
Monthly Salary:	**$2,278.58**
Work Location:	**Atoka County, Antlers District, Stringtown Unit, SE Area**
Supervisor of Position:	**Hank Thompson, Forester III**
Posting Date and Time:	**Wednesday, October 12, 2016 at 8:00 a.m.**
Application Deadline:	**Thursday, October 27, 2016 at 5:00 p.m.**
Special Requirements:	**Applicant hired must obtain Class A Commercial Driver's License (CDL), within 6 months of employment. Must pass pre-hire drug test and physical exam prior to appointment. Must pass a job-related Work Capacity Test within 3 months and maintain annually. Must currently reside in or within six months of employment establish residence within a 15 mile radius of designated hiring point.**

"Position Profile" is attached

Application Source: Applicants responding to this announcement must have permanent status in the classified service with the Department of Agriculture, Food, and Forestry or any Oklahoma State Agency, or be eligible for reinstatement to the classified service. Department may consider any and all recruitment sources under the Oklahoma Personnel Act. Additionally, ODAFF may request a Certificate of Eligibles from the office of Human Capital Management.

Method of Application: Current State of Oklahoma employees in the classified service or those having reinstatement rights to the classified service must submit the following application materials:

- A cover letter stating the title and announcement number of the position for which you are applying (including a mailing address, an e-mail address and a daytime telephone number where you may be reached)
- A completed Office of Personnel Management Personal Data Summary Sheet (OPM-4B)
- A copy of their most recent Performance Management Process (PMP)
- A résumé (including three professional references)

This information should be submitted to: the Human Resources Application Services, Oklahoma Department of Agriculture, Food, and Forestry, P. O. Box 528804, Oklahoma City, OK 73152 or personally delivered to the agency located at 2800 N. Lincoln Boulevard, Oklahoma City, OK prior to deadline stated above. Faxed or e-mailed application materials will not be accepted.

Applicants who have no previous classified State service, applicants in unclassified status or applicants currently in probationary status must apply online through the Human Capital Management Division link at jobs.ok.gov

For Further Information Concerning This Position Please Contact: Brock Hill, Area Forester, at (580) 584-3351

Six (6) month trial period or one (1) year probationary period may be required.

The ODAFF does not accept transfers of permanent classified employees from other State agencies. Current State employees will be required to serve one-year probation as a reinstatement to the classified service.

*The job family descriptor (JFD) for this position is available at www.opm.ok.gov

********** **An Equal Opportunity Employer and Provider** **********

POSITION PROFILE
FOREST RANGER I – L23A, LEVEL 1

General:

This is the basic level of this job family where employees are assigned responsibilities, which primarily involve participating in the prevention and suppression of wildland fires, the operation and maintenance of fire fighting equipment, and the maintenance & construction of forestry facilities. Some responsibilities may also be assigned for providing training and assistance or guidance to volunteer fire crews or serving as Single Resource Boss or as the Incident Commander for low complexity wildland fires.

Examples of Specific Duties and Tasks:

1. Engages in initial attack and extended attack wildland fire suppression, prescribed burning operations and activities; provides fire suppression and prescribed burning assistance to employees, partner agencies, volunteer, and other assisting fire crews.
2. Utilize basic Geographic Information System (GIS) skills and equipment to gather wildland fire and prescribed fire data, including but not limited to acres involved, fire area latitude/longitude, and/or GIS .shp files of fire perimeters.
3. Supervises or participates in the construction and maintenance of forestry division facilities and projects, such as roads, bridges, towers and buildings.
4. Operates and maintains assigned equipment including pickup trucks, fire engines, bulldozers, and other related equipment; supervises and performs preventive maintenance; performs or schedules repairs to assigned equipment after consultation with supervisor.
5. Inventories private forestry lands by measuring and recording forest data such as tree species, volume, topographical features and tree seedling mortality; assists in the development of forest management plans for landowners; distributes fire prevention and forest management information to landowners.
6. Assists landowners in the technical aspects of tree planting operations; performs follow-up inspections to determine if proper planting techniques were used and evaluate tree survival and mortality rates; gathers tree seeds from superior stock for use in planting operations.
7. Marks trees for harvesting purposes; designates boundary lines for cutting operations, timber stand improvement work, and timber sales; computes volume for use in bid requests.
8. Presents fire prevention information and education programs for schools, groups and the general public; participates in organizing and training rural fire departments.
9. Prepares and submits Forestry Division wildland fire and prescribed fire activity reports for state and national fire reporting systems; collect wildland fire information from partner agencies as needed for state and national fire reporting systems.

Education and Experience:

Requirements at this level consist of one year of forestry-related work or experience operating logging, earth-moving or farm equipment or an equivalent combination of education and experience.