



Cahto Tribal Center

300 Cahto Dr, Laytonville, CA 95454
Phone: (707) 984-6197
Fax: (707) 984-6201



*******OUTREACH & VACANCY NOTICE - 2017*******
Engine Captain ~ Wildland

Mooretown Rancheria - The Fire Department Air & Wildland Division is looking for those Fire Fighters that are interested in a career opportunity, those that make it through our process will be use to fill positions on our Engines, Water Tender and Type 2 "IA" Fuels Crew. Members will uphold the tradition of excellence and maintain solid reputations as multi-skilled professional firefighters. Crews will travel all over the United States in support of other Tribal and BIA programs by helping to fill positions on engines, hand crews and aviation.

Firefighting - especially wildland firefighting - is an attractive career for those who enjoy an adrenaline rush and want to protect other people. The education requirements are often little more than a high school diploma, although professional courses in wildland firefighting are required to earn certification - called an Incident Qualification Card or Red Card, which indicates that these firefighters have the training to fight forest fires. Wildland firefighters move around the country going where they are needed to fight fires, but these jobs are often seasonal. Read on to learn about the pros and cons of a career in wildland firefighting to decide if it's right for you.

1. INDIAN PREFERENCE:

Indian Affairs Manual Part 28, Chapter 335, Page 1

Indian Preference

Applicability

Indian Preference will be afforded to qualified Indians meeting the job qualification standards established by the Office of Personnel Management (OPM) for all positions under the Assistant Secretary of Indian Affairs (AS-IA) that primarily and directly relate to the provision of services to Indians, in the BIA, and in all positions in the Bureau of Indian Education (BIE). Indian Preference will be applied to these positions whether the placement action involves initial hiring, reinstatement, reemployment, transfer, reassignment, or promotion.



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2. HOW TO APPLY:

Mooretown Rancheria Fire Department Air & Wildland Division will be accepting applications for NWCG Engine Boss/Captain starting Thursday February 9th and closing on Friday March 31st, 2017 end of business day; all interested applicants wishing to receive an application must fill out and submit an Outreach Response Form to Chief Ruiz Sr. at [rruiz@mooretown.org](mailto:r Ruiz@mooretown.org).

3. POSITION INFORMATION:

This is a seasonal position with the potential of becoming full time. The position serves as an Engine Captain on a Type 6 or 3 Fire Engine Module, in a High Complexity District, with high exposure to Wildland Urban Interface. The primary purpose of this position is to perform wildland firefighting work and to supervise crews performing such work. These crews perform work directly related to wildland fire suppression and control activities including suppression, preparedness, prevention, monitoring, hazardous fuels reduction, prescribed burning and All Risk Incidents.

Duties

Fire Operation Work

- **Engine Operation** - Directs the operation of an engine module. Makes initial evaluation of fire situation, determines suppression method to use, hose lays, deployment of crew, point of initial attack, type of tools to use, and application of water. Evaluates safety as to whether the crew and equipment need to be relocated. Keeps dispatcher and superior informed and requests additional assistance. Maintains records and prepares reports on crew hours, movement, and history of action taken on fires. Trains and drills crew members in methods and techniques of firefighting. Serves as member of a fire organization as qualified and assigned. Serves as initial attack Incident Commander.
- **Administration** – All Captains/Engine Bosses are also assigned Administrative Duties that require the administration and direction of the following programs; Community Awareness Preparedness' and Education (CAPE), Tribal Emergency Response Team (TERT), Training, Fire Prevention & Education and Wildland Urban Interface (WUI).
- **Fuels Work** - Plans and directs field measurements and resource data collection for planning, treatment, and reporting of natural and created fuel hazard management program. Assists in



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the preparation of fuel treatment plans, burn plans, pre-attack plans, and environmental analysis. Reviews fuel inventories to ensure objectives were met.

Recommends revision of current projects to reflect needed changes. Gathers and prepares fire information for burning projects. Required to be a fully qualified chain saw operator. Conducts monitoring activities.

- **Supervisory** – May supervise a group of employees performing work at the GS-03, 04 & 05 level. Provides administrative and technical supervision necessary for accomplishing the work of the unit. Provides advice and counsel to workers related to work and administrative matters. Assures that subordinates are trained and fully comply with the provisions of the safety regulations.
- **Position Documentation** – A Single Resource Boss is responsible for maintaining awarded training certificates, completed Position Task Books, fitness test documentation, and a log or record of his/her wildland fire experience, as well as making sure that those assigned to his or her crew are maintaining records of incidents and documenting on their IQCS Employee Update for submission to the Fire Chief or Training Officer for review and submission to the BIA ~ Pacific Regional Office for data entry onto the IQCS master record. The conservancy ***SHALL*** retain copies of these documents on file in their personnel folder.

4. PRE- EMPLOYMENT REQUIREMENTS:

Driving: Requires possession of and ability to retain a current California State Commercial Driver's License Class B or A. Employees who drive on Government/Tribal business are subject to driver's license record checks, must maintain acceptable driving records and must complete any required driver training or government license.

Investigation: Must pass Mooretown Rancheria Background Investigation
Pre-employment Drug Screening
Live Scan/Fingerprinting (FBI/DOJ)

Physical Ability: Must pass the Work Capacity Fitness Test at the **Arduous** Level

5. MINIMUM QUALIFICATIONS:

A. Education and Experience:

- 1) High school diploma or GED equivalent.



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- 2) Four (4) years experience as a full time or Paid-On-Call Firefighter or Engineer with the Mooretown Fire Department or other Agency
- 3) Must possess California Driver Operator (CSFM) 1 Certification or must obtain within 2 years
- 4) NWCG or equivalent Engine Boss certificate
- 5) NWCG ICT4 or equivalent certificate
- 6) CPR & Basic First Aid Card or First Responder
- 7) NWCG or CSFM Fire Instructor Level 1 certificate.

- 8) Must become a certified CSFM Fire Officer 1 within 4 years

B. Desired Education and Experience:

- 1) California EMT-1B certification.
- 2) CSFM Firefighter 2 certification or equivalent.
- 3) CSTI or equivalent Hazardous Materials First Responder Operations level certificate or equivalent.
- 4) FAL3 or Certifier qualified
- 5) NWCG Helicopter Crewmember qualified
- 6) Task Force Leader (TFLD) ~ Strike Team Leader (STEN) qualified

6. ELIGIBILITY REQUIREMENTS:

Basic Qualifications: Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression as an Engine Operator/Engineer for the occupation in the organization. Specialized experience directly related to this position should be documented in the online application or resume.

Qualifying specialized experience must demonstrate the following:



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This is a Tribal Pay Scale position that is equivalent to the General Service Scale (GS).

For the **TPS/GS-07** position, in addition to meeting the basic entry qualification requirements, applicants must have had one (1) year of specialized experience at least equivalent to TPS/GS-06 level serving as an Engine Operator/Engineer: Has made initial evaluation of fire situation, determined suppression method to use, hose lays, deployment of crew, point of initial attack, type of tools to use, and application of water; has evaluated safety as to whether the crew and equipment needs to be relocated during initial attack on wildland fires; has kept dispatcher and superior(s) informed of progress on fire situation and requests additional assistance as needed; served as a working leader on a wildland fire engine; directed others and provided leadership in wildland fire operations including prescribed fire.

This is a Tribal Pay Scale position that is equivalent to the General Service Scale (GS).

For the **TPS/GS-08** position, in addition to meeting the basic entry qualification requirements, applicants must have had one (1) year of specialized experience at least equivalent to TPS/GS-07 serving as an Engine Operator/Engineer or Engine Boss/Captain:

Has served infrequently as Initial Attack Incident Commander on wildland urban interface, and all-hazard incidents; has assisted with search and rescue incidents, victim recoveries, automobile accidents, hazardous materials incidents during local responses involving multi-jurisdictional and multi-agency cooperators; directed project work in support of ecosystem management such as prescribed fire, including development of burn plans; performed administrative support (procurement, property mgmt., etc.) and human resource management functions relative to a wildland fire crews.

7. WORK ENVIRONMENT ~ WILDLAND:

- A. **Arduous** - "Duties involve field work requiring physical performance calling for above-average endurance and superior conditioning. These duties may include an occasional demand for extraordinarily strenuous activities in emergencies under adverse environmental conditions and over extended periods.

Requirements include running, walking, climbing, jumping, twisting, bending, and lifting more than 50 pounds; the pace of work typically is set by the emergency condition." — **NWCG 310-1**



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- B. **The Pack Test** - is a job-related test of the capacity for arduous work. It consists of a 3-mile hike with a 45-pound pack over level terrain. A time of 45 minutes, the passing score for the test, approximates an aerobic fitness score of 45, the established standard for wildland firefighters. The energy cost of the test is similar to the energy cost demanded on the job. The test is correlated to measures of performance in field tasks such as working with handtools or carrying loads over rough terrain and with measures of aerobic and muscular fitness. The test's length ensures that successful participants will have the capacity to perform prolonged arduous work under adverse conditions, with a reserve to meet emergencies.

8. SELECTION GUIDELINES:

- A. Formal application; outreach response form; review of education and experience; written examination; practical examination; interview; final selection.
- B. **Applicability of Indian Preference in Filling Positions.** Indian Preference will be afforded to qualified Indians meeting the job qualification standards established by the Office of Personnel Management (OPM) for all positions under the AS-IA that primarily and directly relate to the provision of services to Indians, in the BIA, and in all positions in the BIE. Indian Preference will be applied to these positions whether the placement action involves initial hiring, reinstatement, reemployment, transfer, reassignment, or promotion.
- C. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.
- D. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

9. REQUIRE TO PROVIDE THE FOLLOWING AT TIME OF APPLICATION:

- A. A completed Mooretown Application with initials and signature in blue ink
- B. Birth Certificate, or US Citizenship Record, Permanent Residence
- C. If claiming Indian Preference must show proof of one of the following: Tribal Card, BIA ~ Form 4442 Verification of Indian Preference for Employment or Enrollment Number, Full Name, Affiliation, Date of Birth and Federally Recognized Tribe Name
- D. If claiming Veteran's Preference must show proof of Department of Defense (DD) form 214 or equivalent documentation.



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- E. A current 2017 DMV driving record issued from the state in which you are currently licensed.
- F. IQCS Master Record and Red Card
- G. Color copies of all certificates to support proof of IQCS Red Card Qualifications

10. **ABOUT THE COMMUNITY:**

Mooretown Rancheria of the Concow-Maidu Tribe of Native Americans is a federally recognized tribe, located in Butte County, California. The Concow-Maidu are descendants of ancient Northwestern Maidu who migrated to the foothills twenty-five miles east of Oroville in Butte County. The Tribe settled on the Mooretown Ridge, between the Middle Fork and the South Fork of the Feather River, where the Maidu language developed.

The 316-acre Rancheria, located in Butte County, grew from a Community Center in 1992 to a residential community of 77 homes, tribal government administration, community center, a childcare facility, gymnasium, mini mart/gas station, KOA RV park, smoke shop, hotel, brewery, casino and in the near future the construction of a state of the art fire center that will provide Life and Safety services to the community of Mooretown, wildland and aviation management, prevention and education and a training center that will provide much needed training of NWCG and CSFM courses for Indian Country. Mooretown Rancheria is located in the city of Oroville, CA. 5 minutes from downtown and 10 minutes from the beautiful Lake Oroville, approximately 70 miles north of Sacramento, California's State Capitol.

Oroville is the county seat of Butte County, California. The population was 15,506 at the 2010 census, up from 13,004 at the 2000 census.

Oroville is positioned off of Highway 70 and is in close proximity to Highway 99, which connects Butte County with Interstate 5, which travels the length of California. Oroville is approximately 65 miles north of Sacramento, the California State Capitol. Oroville is a good 2.5 hours from the San Francisco Bay Area and Reno.

Oroville is situated on the banks of the Feather River where it flows out of the Sierra Nevada onto the flat floor of the California Central Valley. It was established as the head of navigation on the Feather River to supply gold miners during the California Gold Rush. Gold found at Bidwell Bar, one of the first gold mining sites in California, brought thousands of prospector to the Oroville area seeking riches, oro Spanish for gold.

POPULATION INFORMATION



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- City of Oroville Population - Approximately 14,700
- Greater Oroville Area – Approximately 55,000
- Butte County Population - Approximately 220,400
- Average Growth Rate - 1%

ECONOMIC INFORMATION

- Oroville Area Taxable Retail Demand - \$831,926,241
- Oroville Area Taxable Retail Spending - \$540,451,548
- Oroville Area Retail Sales Leakage/Gap - \$291,474,639
- Lake Oroville Recreational Area approximate visitors (annual basis) - 1,000,000

QUICK FACTS

- Total land area - 12.9 square miles
- Elevation - 175 - 750 feet above sea level
- Location - 65 miles north of Sacramento
- Climate - Moderate, Mediterranean

11. PERFORM OTHER RELATED DUTIES AS REQUIRED.

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12. SALARY 2015 ~ SACRAMENTO:

- A. **Tribal Pay Scales (TPS) ~ 7**
Hourly: Base Pay = \$20.09
Over Time = \$30.14
Hazard Pay = \$5.02
Sunday Differential = \$5.02 (***ONLY: If schedule duty day.***)
Holiday Pay = Double time for first 8 hours, time and a half after.
Yearly Salary: \$42,357



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- B. Tribal Pay Scales (TPS) ~ 8**
Hourly: Base Pay = \$22.25
Over Time = \$33.38
Hazard Pay = \$5.56
Sunday Differential = \$5.56 (*ONLY: If schedule duty day*).
Holiday Pay = \$5.56
Yearly Salary: \$46,909

***NOTE: If applicant meets or exceeds Desire Qualifications a Step Increased can be negotiated.
TPS is equivalent to GS rate from the Federal Government.***

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“Preserving the Land and the People”

**OUTREACH RESPONSE FORM
Engine Captain ~ Wildland**

NAME: _____



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E-MAIL ADDRESS:

MAILING ADDRESS:

TELEPHONE NUMBER:

AGENCY EMPLOYED WITH: {TRIBAL {BIA {OTHER
 {USFS {BLM {OTHER

TYPE OF APPOINTMENT: {SEASONAL {TEMPORARY {TERM
 {PERMANENT {PWD {OTHER

CURRENT: {REGION {FOREST
 {DISTRICT

CURRENT: {SERIES {GRADE

CURRENT: {POSITION TITLE

HOW DID YOU FIND OUT ABOUT THIS OUTREACH NOTICE?

ARE YOU A TRIBAL MEMBER?

Yes If YES, please provide information below:

No

Tribal affiliation: _____ Enrollment Number: _____ Location: _____

Email to: rruiz@mooretown.org