

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Prescribed Fire Technician	
		Division and/or Subdivision Statewide	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Various	
		Class Title of Position Forestry Technician	
		Position Number Various	
		Effective Date	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
50%	Under close supervision of the Fire Captain, the Forestry Technician (Prescribed Fire Technician) serves Departmental objectives related to fuels management, fire prevention, and resource protection through the application of a broad range of fuels and vegetation modification programs and techniques. Department objectives are met by the performance of a variety of duties as described below. *As a crew member on the prescribed fire crew, assists in fuel reduction activities under close supervision. *Conduct safe and efficient operation of power equipment and hand tools implementing fuels reduction and prescribed fire projects while wearing required personal protective equipment. The use of tools for fuel reduction may include one or more of the following, depending upon complexity of the task and training/certification: drip torch, power mower or trimmer, chainsaw, brush saw, weed wrench, Pulaski, Hazel Hoe, shovel, lopper, hand pruner, bow saw, crosscut saw, paint brush, and herbicide applicator/spray tank. *Utilize these tools to safely and efficiently perform various fuel modification tasks, including cutting, pruning, limbing, felling, scrapping, grubbing, piling, pulling, pushing, digging, burying, burning piles, igniting broadcast burns, and other fuel modification tasks as assigned. *Follow direction given by a superior crew member. *Work diligently and hard in the implementation of fuels reduction or prescribed fire project. *Safely and efficiently cut, remove, chip, pile, ignite, scrape the ground, vegetative material in the implementation of projects. *Maintain equipment and tools daily in peak working condition. Working conditions may encompass all types of weather, from hot and humid to wet and cold.		
25%	Operate utility and support vehicles in non-emergency responses. *Assists in preventative maintenance program on all vehicles and equipment and tools. *Safely and efficiently clean fuel *These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: Completes CAL FIRE Firefighter Academy (FFA) training during probationary period as a condition of employment. Maintains the Arduous Fitness Standard in accordance with department policy. The incumbent is required to wear respiratory protection equipment, including self-contained breathing apparatus (SCBA). As such, Cal/OSHA requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. May be subject to working nights, weekends or holidays. Extended travel away from assigned headquarters is required. A two year commitment may be required for all permanent appointments. Desirable qualification: possess a valid California driver license of the appropriate class issued by the Department of Motor Vehicles.			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature	Date	Supervisor Signature	Date
Personnel use only	<input type="checkbox"/> Posted to Directory	Initials and date	

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	<p>modification tools by sharpening cutting edges, removing dirt, pitch, sap, debris, fueling, cleaning air filters, oiling and greasing moving parts, covering with protective sheaths and stowing in assigned compartments. *Clean work and rest areas of all trash and debris left by crew. *Perform assigned vehicle maintenance as directed by changing vehicle oil, checking and filling vehicles fluids, checking and maintain tire pressures, cleaning the inside of the vehicles and washing the exteriors, lubricating and organizing fuel medication tools and equipment. *Maintain and clean all support equipment assigned to the crew to maintain performance and professional appearance of the crew.</p>
10%	<p>*Review with supervisor Fuels Reduction project or Prescribe Burn plan and the specific tasks to accomplish project goals and objectives. *Under close supervision layout projects by assessing, finding and flagging projects boundaries, protection zones, identifying sensitive areas in project, surveying projects for protected species, mapping project areas and work completed areas. *Assist documentation of project information and work completion with data entry into CalMAPPER. *Evaluate progress of fuels modification work and prescribe burn in terms of project plan and covered tasks and assessment areas.</p>
10%	<p>* Maintain assigned headquarters and associated buildings and storage areas (cleaning and organizing the grounds); maintain landscaping (pruning, mowing, raking, piling, digging, blowing, etc); clean buildings, dust, empty trash cans, wash, etc; inventory and organize equipment, tools and supplies.</p>
5%	<p>*Respond to emergency incidents as required per Department policy. *Maintain proficiency, qualification, and experience standards in accordance with applicable laws, rules, and departmental policy. *Completes required training. Other duties as assigned</p> <p>*These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.</p>

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