

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Fixed Wing Air Tanker Aviation Officer Pilot	
		Division and/or Subdivision Aviation Management Unit	
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 McClellan, CA	
		Class Title of Position Aviation Officer II (Operations)	
		Position Number 542-065-1056-003	
		Effective Date 10/17/25	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
25%* (E)	Under the technical direction of the Aviation Officer III (AO III) Fixed Wing Pilot Program Lead (FWPPL) and the supervision of the Senior Aviation Officer (SAO), the employee assists in the implementation and administration of the Department's airplane program to provide safe and effective firefighting aircraft and flight crews in support of the Department's wildland fire suppression activities.		
20%* (E)	*Provides guidance and direction to the Department and contractor(s) in all phases of flight operations of the Department owned or leased air tactical airplanes. *Assists in the implementation and administration of the Department's air tactical airplane program. *Advises on interagency standards, maintains working relationship with other government agency users, and industry. *Prepares contract specifications and administers flight operations of any department contracts. *Prepares minimum pilot qualifications for contract flight crews.		
20%* (E)	*Perform as Check Airman in the Department's air tactical airplanes. *Reviews contractor pilot applications, verifies qualifications, evaluates, and qualifies pilots. *Performs pilot evaluation check rides. *Verifies department pilots' currency and recurrency requirements.		
10% (E)	*Perform Operational Acceptance Check flights in the Department's air tactical airplanes. *Performs functional checks to ensure air tactical airplanes continue to meet prescribed flight characteristics. *Advises maintenance on all aspects of air tactical airplane flight and operations that may affect flight. *Advises airbases of air tactical airplane operational use, advises on airbase operations.		
	Advises on new pilot training, as well as recurrent training requirements for pilots. Develop and administer an air tactical pilot training and standardization program.		
	*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: Must continuously maintain all certifications defined in the Aviation Officer II (Operations) classification specification.			
"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 _____	

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16) - PAGE 2		Working Title of Position Fixed Wing Air Tanker Aviation Officer Pilot	
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10% (E)	Acts as advisor to the AO III FWPPL and SAO on airplane flight operations. Insures that required Federal Aviation Administration flight logs and records are maintained.		
10% (E)	Assists in the acquisition and development of replacement aircraft and aircraft components, ancillary equipment. Acts as pilot in command of department airplanes, and helicopters if rated.		
5% (M)	Maintain pilot and instructor qualifications the Department's air tactical aircraft.		
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