

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature _____

Date _____

Supervisor Signature _____

Date _____

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STATE OF CALIFORNIA
 DEPARTMENT OF FORESTRY AND FIRE PROTECTION
POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT
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Working Title of Position
Battalion Chief – UAS Operations

Percentage of Time
 Required

Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

15%

Reporting, Analysis, and Subject Matter Expertise

Prepare briefings, presentations, and executive-level reports as required. Develops written and analytical materials in support of the Fire Protection Program, Department of Finance, Legislative Analyst's Office, and other commissions and organizations. Serves as a departmental UAS Subject Matter Expert (SME).

15%

Field Operations and Incident Management Support

Manages and assists field units and Incident Management Teams (IMTs) with UAS resource requests. Collaborates with Command and Control personnel to improve ordering efficiencies within IROC and other UAS resource ordering systems. Provides coordination and support within the UAS ordering and resource management framework.

5%

*Other duties as assigned.

*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: Job qualifications and/or conditions of employment:
 The incumbent to this position shall be retained for not less than a two-year commitment starting on the date of appointment. Any lesser commitment shall be approved by the supervisor to the incumbent.
 Maintain required certifications and qualifications in accordance with Department policy. Responds to and performs fire suppression or other incident management duties and emergency operations in locations throughout the state or nation as assigned. 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 the incumbent to be annually medically cleared to be fit-tested for respiratory protection equipment.

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