

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION <b>POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT</b> PO-199 (06/16)		Working Title of Position <u>Forest Practice Inspector</u>	
		Division and/or Subdivision <u>Shasta-Trinity Unit</u>	
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 <u>Redding</u>	
		Class Title of Position <u>Forester I</u>	
		Position Number <u>542-213-1054-008</u>	
		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.		
35%	<p>Under the direction of the Forester II – Area Forester, the Forester I – Forest Practice Inspector enforces forestry and fire laws under the Forest Practice Act, logging rules, the California Environmental Quality Act (CEQA), and other State Forest and Fire Laws in the forest area under the jurisdiction of the Shasta-Trinity Unit. The responsibilities include:</p> <p>*Receives, reads, reviews, and inspects all harvest documents assigned for their work area or by the supervisor. *Conducts pre-harvest inspections in the field with representatives of the harvesting project and other agency personnel. *Writes clear, concise, and complete reports including recommendations for changes based on the logging rules or circumstances discovered on the forest property. *Inspects active timber operations for compliance and effectiveness. *Inspects timber operations upon completion for compliance with stream protection, erosion, slash treatment, and other rules. *Conducts stocking inspections and stocking sampling work when necessary to assure compliance with stocking requirements for timber operations. *Compiles and maintains administrative reports, maintains records, answers correspondence, speaks before groups, and participates in meetings in connection with forest practice matters.</p>		
35%	<p>*Inspects timber operations for compliance with the Forest Practice Act, logging rules, fire laws, and other environmental statutes. *Works with all parties responsible for timber operation(s) to prevent violations of laws and rules and requires correction when violations are discovered. *Identifies, investigates, and recommends corrective work for flagrant, severe, and chronic violations of the logging rules or laws.</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>		
<b>Equal Employment Opportunity (EEO) Statement:</b> 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: <a href="#">See page 2.</a>			
"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			

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

25%      \*Reports and investigates forest pest problems, assisting where feasible to provide information and referring problems to appropriate specialists. \*Provides assistance to timberland owners about nursery and cost-share programs. \*Provides assistance to the LaTour Demonstration State Forest in regard to Timber Harvest Plan layout, timber marking, and/or timber cruising.

5%      \*Assist with emergency incidents as needed. Completes other duties as required.

If the incumbent completes Peace Officer Standards Training (POST) and maintains status as a Department Peace Officer, they will be eligible to assist with investigations and perform law enforcement duties in this position, including: initiate law enforcement actions when necessary, compile reports and recommendations for those actions. Investigate complaints, issue citations, and appear in court or hearings. Cooperate with civil actions, other agency law enforcement efforts, and Registered Professional Forester disciplinary actions.

The incumbent is required to wear respiratory protection equipment (including self-contained breathing apparatus (SCBA). The use of such equipment may place a physiological burden on the incumbent that varies with the type of equipment used, the job and workplace conditions in which the equipment is used, and the medical status of the incumbent. As such, the California Occupational Safety and Health Administration (Cal/OSHA) requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. This clearance process consists of a comprehensive medical evaluation including a review of the incumbent's medical history, a complete physical examination, and vision, hearing, spirometry, and exercise treadmill test.

The incumbent typically is required to perform psychologically stressful and/or physically demanding duties consistent with firefighting, disaster response, and emergency medical response, including working in isolated areas, walking or running on uneven, rough terrain, and remaining on duty 24 hours or longer without a break while performing these duties.

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Job qualifications and/or conditions of employment: **Minimum of a 2-year commitment to the Shasta-Trinity Unit is required starting on the date of appointment. Incumbent must possess and maintain a valid license as a Registered Professional Forester. May be subject to working nights, weekends, or holidays to complete duties. Maintains the Arduous Fitness Standard in accordance with department policy. Must successfully complete CAL FIRE Firefighter Academy (FFA) and Company Officer Academy (COA) training during probationary period as a condition of employment.**

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

Employee Signature	Date	Supervisor Signature	Date
<b>Personnel use only</b> <input type="checkbox"/> Posted to Directory		Initials and Date	