

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Helicopter Pilot	
		Division and/or Subdivision Northern Region	
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 Lassen Modoc Unit - Bieber	
		Class Title of Position Forestry Fire Pilot	
		Position Number 542-212-1046-570	
		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.		
45%	Under the general direction of the Battalion Chief, the Forestry Fire Pilot acts as the Pilot in Command and ensures the mission readiness of the assigned Department of Forestry and Fire Protection (CAL FIRE) helicopter(s). The incumbent will adhere to and enforce all CAL FIRE and Lassen Modoc Unit (LMU) policies and procedures. *Responsible for aircraft duty preparations to include but not limited to, aviation weather analysis, performance and load calculations, pre-flight inspections, and initial aircraft system checks. *Responsible for the safe, efficient, and effective operation of the helicopter and mission evaluation using the Flight Risk Analysis Tool. *Pilots a helicopter from a high-altitude base in a single-pilot, Night Vision Goggle (NVG) capable configuration in day or night conditions, to include, mountainous terrain, turbulence, reduced visibility, unimproved confined areas, over water, at or near maximum allowable gross weight. *Conducts documented risk assessments for all operations. *Will be responsible for participation in missions in aerial firefighting, which typically include: hauling cargo (both internal and external), hauling fixed tanks, and flying routine and emergency missions such as: search and rescue, hoist rescue operations, fire suppression, reconnaissance, dropping water and retardant on fires using pilot-controlled tanks from a low overwater hover, crew transport, helicopter coordinator, law enforcement, administration flights, prescribed burning operations, and various other mission sets. *Conducts seamless operations of all communication radios and Fire Traffic Area (FTA) procedures. *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: See page 2.			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature	Date	Supervisor Signature	Date
Personnel use only ☐ 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%	*Possesses a thorough understanding of the CAL FIRE Helicopter Flight Standards, Flight Safety Standards, and Standards for Aerial Supervision; complies with and practically applies these standards. *Pilots a helicopter during training operations that includes: air rescue training, recurrent pilot proficiency training, and training with Helitack and non-Helitack personnel. *Performs advisory functions for non-aviation personnel to facilitate informed decision-making at all levels. Liaises with the Helicopter Chief Pilot on all emergent operations bulletins and safety bulletins, attends all mandatory pilot program meetings.
15%	*When qualified as an instructor pilot or flight examiner, trains firefighting personnel and flight crews following applicable curriculums. *Perform limited maintenance ground checks at the direction of the Aviation Management Unit (AMU) Operations and Maintenance Duty Chiefs and CAL FIRE Maintenance Test Pilots using applicable aircraft manuals. Assist with the fuel surveillance program quality assurance for the base. *Assist the base mechanic with preventative maintenance in accordance with aviation program policy.
5%	*Perform and maintain current and valid mandated training requirements, including, but not limited to, state-sponsored pilot training, water egress training, and currency requirements. Attends applicable base training events. *Effectively manage training needs and associated records.
5%	*Perform special projects (both aviation and battalion operations related), prepare reports, and perform general maintenance tasks. *Maintain accurate and concise records of aircraft pre-flight and initial records of aircraft flight hours, aircraft maintenance hours, aircraft activity, and helicopter load calculations and manifest.
5%	Other duties as assigned. <i>Flight conditions may include sub-freezing and high temperatures, wildland fire smoke, close proximity to persons, hazards, and obstacles, and may be required to fly within congested airspace.</i>
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Job qualifications and/or conditions of employment: 2-year commitment to Lassen Modoc Unit may be required. Must maintain valid Federal Aviation Agency (FAA) Commercial Airman Certificate with rotorcraft-helicopter rating or a valid FAA Airline Transport Pilot's Certificate with a rotorcraft- helicopter rating. Interagency Carding to fly agency (CALFIRE) aircraft and must maintain a valid Medical Certificate issued by an FAA authorized Medical Examiner. May be required to work nights, weekends, and holidays. Must possess a valid driver's license prior to appointment.

"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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Initials and Date