FORESTER (Development)

**Salary Range:** 29,726.00 - 58,557.00 USD per year
GS-5: $29,726 - $38,639; GS-7: $36,822 - $47,864; GS-9: $45,040 - $58,557

**Series & Grade:** GS-0460-5/9

**Promotion Potential:** yes

**Who May Be Considered:**
Applications will be accepted from United States citizens and nationals.

**Job Summary:**

The Bureau of Indian Affairs is the lead agency for the United States in carrying on a government-to-government relationship with the tribal nations. A challenging and dynamic place to work, it enhances the quality of life, promotes economic opportunity, and carries out the responsibility to protect and improve the trust assets of American Indians, Indian tribes and Alaska Natives.

This position is located under the Deputy Superintendent –Trust, Branch of Forestry/Fire, Crow Agency, Montana. Applications must be received in our office by the closing date of the announcement. For more information you may call the Rocky Mountain Human Resources Office at 406-247-7956.

**Travel and Relocation expenses**
authorized in accordance with federal travel regulations. The guaranteed home sale contract is not included.

**Open Period:** Friday, October 31, 2008 to Thursday, November 20, 2008

**Position Information:** Full-Time Permanent

**Duty Locations:** 1 vacancy - Crow Agency, MT

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SALE) NON-STATUS APPLICANTS ARE ENCOURAGED TO APPLY UNDER BIA-DEU-08-04. STATUS APPLICANTS CAN APPLY FOR EACH WITH A SEPARATE APPLICATION UNDER BOTH VACANCY ANNOUNCEMENTS. ONLY ONE POSITION WILL BE FILLED.

Key Requirements:
- U.S. Citizenship
- Background and/or Security Investigation required.
- Designated and/or Random Drug Testing required.
- Specialized Education

Duties

Major Duties:
NOTE: If this position is filled at a lower grade level, subsequent promotion to the next grade level will be processed without competition under the Merit Promotion Program at such time as performance and qualification requirements are met and classification review discloses the duties being performed properly warrant classification to the next higher grade level.

Responsible for the development and implementation of the forest development program including the determination of planting units, pre-commercial thinning units, cone collection and participating in all aspects of the timber sales program. Plans and directs agency forest development program, including cost benefit analysis. Duties include the planning and supervision of timber stand improvement, and reforestation projects. Participates in all aspects of timber sales program as agency workload dictates. Duties include resale cruise data collection, preparing silvicultural prescriptions, designating timber for cutting and sale administration. Develops overall forest area timber plans based on the field inventory of sample plots and stands, maps, aerial photography, and computer reports in order to implement the forest development program.

Qualifications and Evaluation

Qualifications:

You must have one year of specialized experience at a level close to the work of this job that has given you the particular knowledge, skills, and abilities required to successfully perform. Typically we would find this experience in work within this field or a field that is closely related.

BASIC REQUIREMENT:
Applicants who meet the basic requirements described below are fully qualified for the specified entry grade (generally grade GS-5).

The individual occupational requirements typically provide at least two methods for applicants to meet the basic requirements of the occupations covered by this standard:

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A. Degree: forestry; or a related subject-matter field that included a total of at least 30 semester hours in any combination of biological, physical, or mathematical sciences or engineering, of which at least 24 semester hours of course work were in forestry. The curriculum must have been sufficiently diversified to include courses in each of the following areas:

- **Management of Renewable Resources**—study of the science and art of managing renewable resources to attain desired results. Examples of creditable courses in this area include silviculture, forest management operations, timber management, wildland fire science or fire management, utilization of forest resources, forest regulation, recreational land management, watershed management, and wildlife or range habitat management.

- **Forest Biology**—study of the classification, distribution, characteristics, and identification of forest vegetation, and the interrelationships of living organisms to the forest environment. Examples of creditable courses in this area include dendrology, forest ecology, silvics, forest genetics, wood structure and properties, forest soils, forest entomology, and forest pathology.

- **Forest Resource Measurements and Inventory**—sampling, inventory, measurement, and analysis techniques as applied to a variety of forest resources. Examples of creditable courses include forest biometrics, forest mensuration, forest valuation, statistical analysis of forest resource data, renewable natural resources inventories and analysis, and photogrammetry or remote sensing.

OR

B. Combination of education and experience—courses equivalent to a major in forestry, or at least 30 semester hours in any combination of biological, physical, or mathematical sciences or engineering, of which at least 24 semester hours were in forestry. The requirements for diversification of the 24 semester hours in forestry are the same as shown in A above, plus appropriate experience or additional education.

Applicants who wish to qualify for positions at higher-grade levels (generally grade GS-7 and above) must also meet the requirements shown below, in addition to meeting the basic requirements.

**ADDITIONAL EXPERIENCE AND EDUCATION REQUIREMENTS FOR GS-7 AND ABOVE**

In addition to meeting the basic entry qualification requirements, applicants must have specialized experience and/or directly related education in the amounts shown below.
GS-7
EDUCATION: 1 year of graduate-level education or superior academic achievement
-or-
SPECIALIZED EXPERIENCE: 1 year equivalent to at least GS-5

GS-9
EDUCATION: 2 years of progressively higher level graduate education leading to a master’s degree or master’s or equivalent graduate degree
-or-
SPECIALIZED EXPERIENCE: 1 year equivalent to at least GS-7

To qualify based on education, submit copy of transcript or list of courses with credit hours, major(s), and grade-point average or class ranking. Application materials will not be returned. Submit proof of your education with a transcript or list of courses with credit hours, major(s), and grade point average or class ranking. We will be unable to return these to you. You can receive credit for education received outside the United States if you provide evidence that it is comparable to an accredited educational institution in the United States when you apply.

Specialized Education:
You must show successful completion of a full course of study in an accredited college or university leading to a bachelor’s degree or higher in the field related to the job to which you are applying.
You must be a U.S. citizen to qualify for this position.

The applicant selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment and is subject to random drug testing after selection.

You will need to successfully complete a background security investigation before you can be appointed into this position.

You must meet time-in-grade restrictions by the closing date of this announcement.

You will be required to make occasional travel.

You may need to work outdoors, often under adverse weather conditions.

How You Will Be Evaluated:
You will be evaluated to determine if you meet the minimum qualifications required; and on the extent to which your application shows that you possess the knowledges, skills, and abilities associated with this position as defined below. When describing your knowledges, skills, and abilities, please be sure to give examples and explain how often you used these skills, the complexity of the knowledge you possessed, the level of the people you interacted with, the sensitivity of the issues you handled, etc.

1. Ability to plan and administer site preparation, reforestation, and commercial forest stand improvement projects.

2. Knowledge of silviculture, sale layout, harvesting systems, transportation planning, and forestry Best Management Practices.

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3. Ability to follow the National Environmental Protection Act to initiate studies and write clear technical reports that meet specified formats such as Forest Officers Reports, and Environmental Assessments.

4. Knowledge of setting goals and objectives, and skill in supervising, directing, and motivating others to meet those goals and objectives.

5. Ability to achieve objectives on time and within financial constraints.

**Benefits and Other Information**

**Benefits:**

Life insurance coverage is provided. More info: [http://www.usajobs.gov/jobextrainfo.asp#life](http://www.usajobs.gov/jobextrainfo.asp#life)

Long-Term Care Insurance is offered and carries into your retirement. More info: [http://www.usajobs.gov/jobextrainfo.asp#ltci](http://www.usajobs.gov/jobextrainfo.asp#ltci)

New employees are automatically covered by the Federal Employees Retirement System (FERS). If you are transferring from another agency and covered by CSRS, you may continue in this program. More info: [http://www.usajobs.gov/jobextrainfo.asp#retr](http://www.usajobs.gov/jobextrainfo.asp#retr)

You will earn annual vacation leave. More info: [http://www.usajobs.gov/jobextrainfo.asp#VACA](http://www.usajobs.gov/jobextrainfo.asp#VACA)


You will be paid for federal holidays that fall within your regularly scheduled tour of duty. More info: [http://www.usajobs.gov/jobextrainfo.asp#HOLI](http://www.usajobs.gov/jobextrainfo.asp#HOLI)

Alternative work schedule options are available.

**Other Information:**

**INDIAN PREFERENCE:** Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 472). Verification Form BIA-4432 must be submitted with the application if claiming Indian Preference. Indian preference eligibles that are not currently employed in the Federal service will be appointed under the Excepted Service Appointment Authority Schedule A, 213.3112(A)(7). Consideration will be given to Non-Indian applicants (Status or Reinstatement eligibles) in the absence of a qualified Indian Preference eligible. Applicants not entitled to Indian Preference must be Federal civilian employees with competitive status or former Federal civilian employees with reinstatement eligibility and must submit latest Notification of Personnel Action, SF-50B, as proof.
Department of the Interior (DOI) Career Transition Assistance Plan (CTAP) procedures apply in filling this vacancy. 5 CFR 330, Career Transition Assistance for Surplus and Displaced Federal Employees requires the following order of selection for this position:

a) At Bureau option, personnel actions listed in 5 CFR 330.605(b);

b) Any well-qualified SSP candidate who applies within the local commuting area (Surplus and displaced employees will be given equal consideration);

c) At Bureau option, personnel actions not subject to RPL;

d) Qualified RPL candidates in the local commuting area;

e) At Bureau discretion, any other former displaced well-qualified DOI employee, e.g. a well-qualified RPL candidate who applies from outside the local commuting area;

f) Well-qualified ICTAP applicants in the local commuting area;

g) Other outside applicants (other agencies, nonstatus, etc.)

DEFINITION OF WELL-QUALIFIED: To be rated well-qualified for the position, applicants must fully meet the quality-ranking factor identified as KSA #1.

NOTICE TO ALL MALE APPLICANTS: Section 1522 of the Defense Authorization Act of 1986, prohibits any male born after December 31, 1959, from being appointed to a position in an executive agency if he has knowingly and willfully failed to register with the Selective Service System. Male applicants born after December 31, 1959, will be required to complete a certification document to confirm their Selective Service registration status, if selected for appointment.

VETERANS EMPLOYMENT OPPORTUNITIES ACT (VEOA): Preference eligibles may apply for permanent positions (career or career-conditional appointments) under merit promotion procedures for VEOA appointments; however, veteran’s preference is not a factor in these appointments. To be eligible for a VEOA appointment, a veteran must be a preference eligible OR veteran separated after 3 or more years of continuous active service performed under honorable conditions. Applicants must submit a copy of their DD-214 for verification of eligibility.

EQUAL OPPORTUNITY EMPLOYER: The Bureau of Indian Affairs is an Equal Opportunity Employer. Selection for this position will be made solely on the basis of merit, fitness and qualifications without regard to race, sex, color, creed, age, marital status, national origin, non-disqualifying handicap conditions, or any other non-merit factors.

APPLICATIONS FILED UNDER THIS ANNOUNCEMENT WILL BE RETAINED AS PART OF THE MERIT PROMOTION FILE AND WILL NOT BE RETURNED OR DUPLICATED FOR OTHER VACANCIES.

SUITABILITY, CLEARANCE & REQUIREMENTS: A background security investigation will be required for all new hires. Appointment will be subject to the applicant’s successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements will be grounds for termination.

OTHER: Incumbent is required, as an incidental duty, to operate a government-owned or
leased motor vehicle, in the performance of duties, therefore, a valid driver's license is required. Incumbent must have a safe driving record within the three-year period immediately preceding submittal of GSA Form 3607 and be able to meet the safe driving requirements of the Bureau of Indian Affairs.

Candidates selected below the target-grade level of this position shall be placed under a development plan and non-competitively promoted when they have successfully completed the plan and meet time-in-grade requirements.

Identification of promotion potential in this position does not constitute a commitment of an obligation on the part of management to promote the employee selected at some future date. Promotion will depend upon administrative approval and the continuing need for an actual assignment and performance of higher-level duties.

How to Apply

PROCEDURES ON HOW TO APPLY: Applications may be hand-delivered, mailed or faxed to: Department of the Interior, Bureau of Indian Affairs, Rocky Mountain Human Resources Office, 316 North 26th Street, Billings, Montana 59101. Applications and all accompanying documents mailed through postal, FedEx, or express mail services must be received by the closing date of the announcement. Applications may be faxed to (406) 247-7927 and must be received by the closing date of the announcement. Fax only those documents required in the vacancy announcement. Certificates, performance evaluations, or documents not identified in the application requirements should not be included in the fax, but sent by mail. Electronic e-mail or government envelopes may not be used to submit applications. Applications and all accompanying documents must be received by the closing date of the announcement. Submit the forms indicated in the position vacancy announcement.

HOW TO APPLY

FAILURE TO INCLUDE ANY OF THE INFORMATION LISTED BELOW MAY RESULT IN LOSS OF CONSIDERATION FOR THE POSITION. MATERIALS SUBMITTED AS PART OF YOUR APPLICATION WILL NOT BE RETURNED.

APPLICATION REQUIREMENTS:

The following forms must be submitted in order to have a complete application:

1. Applicants may file using an OF-612, Application for Federal Employment (form is available at www.opm.gov/forms), a resume or any other written format of the applicant's choice. In addition to the OF-612, applications, resumes or other written formats MUST CONTAIN THE FOLLOWING INFORMATION:

(a). Job Information - announcement number, title and grade(s) of the job for which applying.

(b). Personal Information - full name, mailing address (including zip code) and day and evening telephone numbers (with area code), Social Security Number, Country of citizenship (most Federal jobs require U.S. citizenship), Veterans Preference, reinstatement eligibility (copy of SF-50B as proof of career or career conditional status), and highest Federal civilian grade held, including occupational series and dates held.

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(c). Education - high school, including name, city and state (zip code) and date of diploma or GED, colleges and universities attended, including name, city and state (zip code if known); type and year of any degrees received with major (if no degree, total credits earned should be shown with an indication whether semester or quarter hours).

(d). Work Experience - which includes the following information for paid and non-paid work experience related to the job being announced: job title, including series and grade, if a Federal position, duties and accomplishments, employer's name and address, supervisor's name and telephone number, starting and ending dates (month and year), hours per week, salary, and indicate if the current supervisor may be contacted.

(e). Other Qualifications - Job related training courses (title and year), and job related skills, for example, other languages, computer software/hardware, tools, machinery, wpm typing speed, job related certificates and licenses, job related honors, awards, and special accomplishments, for example, publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards (dates received).

DI-1935, DOI Applicant Background Survey Form (OPTIONAL). This is a form for requesting ethnicity, race and gender data from job applicants, using the new categories used in the 2000 Census. The DI-1935 is in compliance with the new government Standards for Maintaining, Collecting, and Presenting Federal Data on Race and Ethnicity, excerpted from the September 30, 1997 Federal Register. This form is available on the internet at http://www.doi.gov/diversity/di1935.pdf or by requesting a copy from our office.

2. Form BIA 4432, Verification of Indian Preference for Employment, is required for claiming Indian Preference. No other form will be accepted.

3. Form DD-214, if claiming 5 pt. veteran's preference or Standard Form 15 with required proof of entitlement, if claiming 10 pt. veteran's preference.

4. College Transcript is required for verification/documentation of qualifying education.

5. KSA responses, KSAs are listed in announcement. Failure to respond to the KSA questions may result in loss of consideration.

6. Copy of most recent SF-50, Notification of Personnel Action, current or former Federal employees.

7. Copy of current valid State Driver's License. Failure to provide proof of current valid Driver's License will result in loss of consideration.

Contact Information:
Susan Messerly
Phone: (406) 247-7956
Fax: (406) 247-7927

Or write:
Bureau of Indian Affairs
316 North 26th Street
What To Expect Next:
Once your complete application is received we will conduct an evaluation of your qualifications and determine your ranking. The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 45 days of the closing date of this announcement. You will be notified of the outcome.

EEO Policy Statement

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

Reasonable Accommodation Policy Statement

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Veterans Information

Veterans who served on active duty in the U.S. Armed Forces and were separated under honorable conditions may be eligible for veterans' preference. For service beginning after October 15, 1976, the veteran must have served the required length of time and have a Campaign Badge, Expeditionary Medal, a service-connected disability, or have served in the Gulf War between August 2, 1990, and January 2, 1992.

The Veterans Employment Opportunity Act (VEOA) gives veterans access to job vacancies that might otherwise be closed to them. The law allows eligible veterans to compete for vacancies advertised under agency's promotion procedures when the agency is seeking applications from outside of its own workforce.

To claim veterans' preference, veterans should be ready to provide a copy of their DD-214, Certificate of Release or Discharge from Active Duty, or other proof. Veterans with service connected disability and others claiming 10 point preference will need to submit Form SF-15, Application for 10-point Veterans' Preference.

For more specifics on all veterans employment issues such as Veterans preference or special appointing authorities see the VetGuide.

Legal and Regulatory Guidance

Social Security Number - Your Social Security Number is requested under the authority of Executive Order 9397 to uniquely identify your records from those of other applicants who may have the same name. As allowed by law or Presidential directive, your Social Security Number is used to seek information about you from employers, schools, banks, and others who may
know you. Failure to provide your Social Security Number on your application materials, will result in your application not being processed.

**Privacy Act** - Privacy Act Notice (PL 93-579): The information requested here is used to determine qualifications for employment and is authorized under Title 5 U.S.C. 3302 and 3361.

**Signature** - Before you are hired, you will be required to sign and certify the accuracy of the information in your application.

**False Statements** - If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be subject to fine, imprisonment, or other disciplinary action.

**Selective Service** - If you are a male applicant born after December 31, 1959, you must certify that you have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law.

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**Send Mail**

Send Mail to:
Bureau of Indian Affairs
316 North 26th Street
Billings, MT 59101
Fax: (406) 247-7927

**Questions?**

For questions about this job:
Susan Messerly
Phone: (406) 247-7956
Fax: (406) 247-7927

**USAJOBS Control Number:** 1383756