COMMONWEALTH OF PENNSYLVANIA
invites applications for:

Forester (Michaux State Forest)

The Commonwealth of Pennsylvania is proud to be an equal opportunity employer supporting workplace diversity.

**SALARY:** $43,012.00 - $65,389.00 Annually

**JOB TYPE:** Civil Service Permanent Full-Time

**DEPARTMENT:** Department of Conservation & Natural Resources

**LOCATION:** Franklin County

**OPENING DATE:** 04/16/19

**CLOSING DATE:** 04/30/19 11:59 PM

**JOB CODE:** 54410

**POSITION NUMBER:** 00047386

**BARGAINING UNIT:** B4

**PAY GROUP:** ST06

**BUREAU/DIVISION CODE:** 00388101

**BUREAU/DIVISION:** CN Fors Dstr #1

**WORKSITE ADDRESS:** Michaux State Forest

**WORKSITE ADDRESS:** 10099 Lincoln Way East

**CITY:** Fayetteville

**ZIP CODE:** 17222

**CONTACT NAME:** Brittany Rothermel

**CONTACT PHONE:** 717-783-2023

**CONTACT EMAIL:** brothermel@pa.gov

**THE POSITION:**

Would you like a rewarding career that can make a positive difference in the lives of others? Then join the Department of Conservation and Natural Resources' Michaux State Forest and assist in meeting district forest management goals and objectives. Experience the satisfaction of public service while enjoying professional career growth and numerous promotional opportunities!

**IMPORTANT:** YOU MUST APPLY TO THIS VACANCY POSTING, MEET ELIGIBILITY REQUIREMENTS, COMPLETE THE SUPPLEMENTAL QUESTIONS, AND RECEIVE A SCORE. YOUR
SCORE IS ONLY VALID FOR THIS SPECIFIC VACANCY. ONCE THIS POSITION IS FILLED, YOUR SCORE IS NO LONGER VALID.

- Must be willing to travel. Travel expenses will be paid

DESCRIPTION OF WORK:

This position assists in meeting the district's forest management goals and objectives through active administration of land management projects and the state forest leased campsite program. Duties include coordinating lease cabin inspections, lease transfers and amenity improvement requests; documenting, monitoring and evaluating non-compliance cases and program issues; establishing and sustaining outreach, education and communication strategies for the district with leased campsite participants and stakeholders; assisting with timber sale proposals, layouts, marking and administration; assisting with invasive species management; and assisting in habitat improvement projects. This position also assists with fire prevention and prescribed fire activities; and assists with forest health/pest monitoring and management activities.

REQUIRED EXPERIENCE, TRAINING & ELIGIBILITY:

Qualifications:

- PA residency currently waived for this title
- Minimum Experience and Training Requirements - Two years of technical forestry experience, and an associate's degree in forest technology, forestry, forest management, forest ecosystem management, urban forestry, forest science, agroforestry, or a related forestry degree; OR a bachelor's degree in forest technology, forestry, forest management, forest ecosystem management, urban forestry, forest science, agroforestry, or a related forestry degree; OR a master's degree in forest technology, forestry, forest management, forest ecosystem management, urban forestry, forest science, agroforestry, or a related forestry degree.
- Necessary Special Requirement - possession of a valid PA non-commercial Class C driver's license or equivalent

A resume needs to be submitted with your application. You may upload your document as an Attachment during the application process. You must still complete the application and answer the supplemental questions.

Veterans: Pennsylvania law (51 Pa. C.S. §7103) provides employment preference for qualified veterans for appointment to many state and local government jobs. To learn more about employment preferences for veterans, visit our website at www.employment.pa.gov, or contact us at ra-cs-vetpreference@pa.gov.

EXAMINATION INFORMATION:

- Score valid for this specific posting only
- Score based on information reported on application and supplemental questions
- Provide complete and accurate information or:
  - score may be lower than deserved
  - application processing may be delayed
  - disqualification may result
- Based on your answers to the application supplemental questions regarding education, you may be instructed to attach a copy of your college transcripts to your application.
- May only test once under this announcement
- Email notice of test results provided

Further information on testing, assistance for persons with disabilities, veterans' preference, and other items can be obtained from:

Harrisburg: 2nd Level, Strawberry Sq. Complex, 320 Market St., P.O. Box 569, Hbg., 17108-0569; Telephone (717) 783-3058
Forester (Michaux State Forest) Supplemental Questionnaire

* 1. Do you have two years of technical forestry experience?
   - [ ] Yes
   - [ ] No

* 2. If you are claiming experience in the above question, please list the employer(s) where you gained this experience in the text box below. The employer(s) and a description of the experience must also be included in the appropriate sections of your application if you would like the experience to be considered in the eligibility decision. If you claimed you do not have experience, type N/A in the text box below.

* 3. Do you possess any of the below degrees in forest technology, forestry, forest management, forest ecosystem management, urban forestry, forest science, agroforestry, or a related field? If you are claiming credits/degree, you must upload a copy of your college transcript(s) for this education to be considered in the eligibility decision. You must attach your transcript(s) prior to the submission of your application by using the "Attachments" tab on the left. You will not be able to add transcript(s) to the application after it has been submitted.
   - [ ] Master Degree
   - [ ] Bachelor Degree
   - [ ] Associate Degree
   - [ ] None

* 4. Do you possess a current driver's license which is not under suspension?
   - [ ] Yes
   - [ ] No

* 5. If Yes, please provide the issuing state and license number. If you do not have a valid driver's license please type N/A in the text box below.

* 6. You must complete the supplemental questions below. These supplemental questions are the exam and will be scored. They are designed to give you the opportunity to relate your experience and training background to the major activities (Work Behaviors) performed in this position. Failure to provide complete and accurate information may delay the processing of your application, or result in denial of your application or certification.
in a lower-than-deserved score or disqualification. You may attach a resume, but you must also complete the application and answer the supplemental questions.

All information you provide on your application and supplemental questions is subject to verification. Any misrepresentation, falsification or omission of material facts is subject to penalty. If requested, you must provide documentation, including names, addresses, and telephone numbers of individuals who can verify the validity of the information you provide in the application and supplemental questions.

Read each work behavior carefully. Determine and select which "Level of Performance" most closely represents your highest level of experience/training. List the employer(s)/training source(s) from your Work or Education sections of the application where you gained this experience/training. The "Level of Performance" you choose for each work behavior must be clearly supported within the description of the experience and training information entered in your application or your score may be lowered. In order to receive credit for experience, you must have worked in a job for at least six months in which the experience claimed was a major function.

If you have read and understand these instructions, please click on the "Yes" button and proceed to the exam questions.

☑ Yes

* 7. WORK BEHAVIOR 1 – SELECTS SITE AND DETERMINES TREATMENT

Selects a site and determines what treatment will be employed by reviewing forest management plans, topographical maps, aerial photographs, criteria determined by the U.S. Forest Service and judgments of other foresters and supervisors in order to implement a particular treatment such as logging, thinning, clear cutting, spraying for insects, etc.

**Levels of Performance**

Select the "Level of Performance" which best describes your claim.

☑ A. I have experience independently, or as the leader of a team, selecting a site and determining what treatment will be employed by reviewing forest management plans, topographical maps, aerial photographs, criteria determined by the U.S. Forest Service and judgments of other foresters and supervisors in order to implement a particular treatment such as logging, thinning, clear cutting, spraying for insects, etc.

☑ B. I have experience as a member of a team selecting a site and determining what treatment will be employed by reviewing forest management plans, topographical maps, aerial photographs, criteria determined by the U.S. Forest Service and judgments of other foresters and supervisors in order to implement a particular treatment such as logging, thinning, clear cutting, spraying for insects, etc.; OR I have completed a paid internship in the area of forestry where my duties included selecting a site and determining what treatment will be employed.

☑ C. I have completed college coursework related to this work behavior.

☐ D. I have NO experience or training related to this work behavior.

* 8. Describe your experience as it relates to the level of performance you claimed on this Work Behavior. Please be sure your response addresses the three items listed below. If you claimed you have no work experience related to this work behavior, type N/A in the text box below.

1. The name of the employer where you gained this experience.
2. The actual duties you performed related to the level of performance you claimed on this Work Behavior.
3. Your level of responsibility.

* 9. If you have selected the level of performance pertaining to college coursework, please provide your responses to the three items listed below. If you indicated you have no education/training related to this work behavior, type N/A in the text box below.

1. College/University
2. Course Title
3. Credits/Clock Hours

* 10. **WORK BEHAVIOR 2 – SURVEYS SITES**
Surveys a site using a compass, GPS, GIS, and various surveyors' equipment, paints boundary lines, calculates total acreage and breaks down total area into smaller plots if necessary; cruises area to gather data such as species of trees, number of logs, diameter of trees, basal area, etc.; flags site and marks reserve trees; computes volumes and/or value of trees using set criteria and formulas by species, grade and type (saw timber, pole timer, cord wood, pulp wood) by board feet, cords, tons and/or dollar value and enters data on a tally sheet.

**Levels of Performance**

Select the "Level of Performance" which best describes your claim.

- A. I have experience independently, or as the leader of a team, surveying a site using a compass, GPS, GIS, and various surveyors' equipment, painting boundary lines, calculating total acreage and breaking down total area into smaller plots if necessary; cruising area to gather data such as species of trees, number of logs, diameter of trees, basal area, etc.; flagging site and marking reserve trees; computing volumes and/or value of trees using set criteria and formulas by species, grade and type (saw timber, pole timer, cord wood, pulp wood) by board feet, cords, tons and/or dollar value and entering data on a tally sheet.
- B. I have experience as a member of a team surveying a site using a compass, GPS, GIS, and various surveyors' equipment, painting boundary lines, calculating total acreage and breaking down total area into smaller plots if necessary; cruising area to gather data such as species of trees, number of logs, diameter of trees, basal area, etc.; flagging site and marking reserve trees; computing volumes and/or value of trees using set criteria and formulas by species, grade and type (saw timber, pole timer, cord wood, pulp wood) by board feet, cords, tons and/or dollar value and entering data on a tally sheet; OR I have completed a paid internship in the area of forestry where my duties included the above work duties.
- C. I have completed college coursework related to this work behavior.
- D. I have NO experience or training related to this work behavior.

* 11. Describe your experience as it relates to the level of performance you claimed on this Work Behavior. Please be sure your response addresses the three items listed below. If you claimed you have no work experience related to this work behavior, type N/A in the text box below.

1. The name of the employer where you gained this experience.
2. The actual duties you performed related to the level of performance you claimed on this Work Behavior.
3. Your level of responsibility.

* 12. If you have selected the level of performance pertaining to college coursework, please provide your responses to the three items listed below. If you indicated you have no education/training related to this work behavior, type N/A in the text box below.

1. College/University
2. Course Title
3. Credits/Clock Hours

* 13. **WORK BEHAVIOR 3 – DEVELOPS FOREST MANAGEMENT PLANS AND COMPILES AND UPDATES FIELD DATA**
Develops forest management plans and compiles and updates field data for a forest management plan using various plots by reviewing current forest management plans, topographical maps and taking and reviewing aerial photos and stand analyses, discussing all data with other foresters and supervisors and writing up a forest management plan in prescribed report form.
**Levels of Performance**

Select the "Level of Performance" which best describes your claim.

- **A.** I have experience developing forest management plans and compiling and updating field data for a forest management plan using various plots by reviewing current forest management plans, topographical maps and taking and reviewing aerial photos and stand analyses, discussing all data with other foresters and supervisors and writing up a forest management plan in prescribed report form.

- **B.** I have experience compiling AND updating field data for a forest management plan using various plots by reviewing current forest management plans, topographical maps and taking and reviewing aerial photos and stand analyses, discussing all data with other foresters and supervisors and writing up a forest management plan in prescribed report form; OR I have completed a paid internship in the area of forestry where my duties included compiling and updating field data for a forest management plan.

- **C.** I have experience compiling OR updating field data for a forest management plan using various plots by reviewing current forest management plans, topographical maps and taking and reviewing aerial photos and stand analyses, discussing all data with other foresters and supervisors and writing up a forest management plan in prescribed report form; OR I have completed college coursework related to this work behavior.

- **D.** I have NO experience or training related to this work behavior.

*14. DETAILS* Describe your experience as it relates to the level of performance you claimed on this Work Behavior. Please be sure your response addresses the three items listed below. If you claimed you have no work experience related to this work behavior, type N/A in the text box below.

1. The name of the employer where you gained this experience.
2. The actual duties you performed related to the level of performance you claimed on this Work Behavior.
3. Your level of responsibility.

*15. If you have selected the level of performance pertaining to college coursework, please provide your responses to the three items listed below. If you indicated you have no education/training related to this work behavior, type N/A in the text box below.

1. College/University
2. Course Title
3. Credits/Clock Hours

*16. WORK BEHAVIOR 4 – COMMUNICATION*

Communicates orally and in writing with other employees, various governmental groups, civil groups, school groups, landowners and the general public in order to answer questions, give advice and disseminate information related to forest management, timber stand improvement, insect and disease control, proper type, planting and pruning of trees in urban areas, growth and life cycle of trees, etc.

**Levels of Performance**

Select the "Level of Performance" which best describes your claim.

- **A.** I have experience communicating orally and in writing with other employees, various governmental groups, civil groups, school groups, landowners and the general public in order to answer questions, give advice and disseminate information related to forest management, timber stand improvement, insect and disease control, proper type, planting and pruning of trees in urban areas, growth and life cycle of trees, etc.

- **B.** I have experience communicating orally OR in writing with other employees, various governmental groups, civil groups, school groups, landowners and the general public in order to answer questions, give advice and disseminate information related to forest management, timber stand improvement, insect and disease control, proper type, planting and pruning of trees in urban areas, growth and life cycle of trees, etc.

- **C.** I have experience communicating orally and in writing with other employees, various
governmental groups, civil groups, school groups, landowners and the general public in order to answer questions, give advice and disseminate information on non-forestry topics; OR I have completed college coursework in such areas as technical writing, public speaking, oral communication, train-the-trainer, etc.

D. I have NO experience or training related to this work behavior.

* 17. DETAILS Describe your experience as it relates to the level of performance you claimed on this Work Behavior. Please be sure your response addresses the three items listed below. If you claimed you have no work experience related to this work behavior, type N/A in the text box below.

1. The name of the employer where you gained this experience.
2. The actual duties you performed related to the level of performance you claimed on this Work Behavior.
3. Your level of responsibility.

* 18. If you have selected the level of performance pertaining to college coursework, please provide your responses to the three items listed below. If you indicated you have no education/training related to this work behavior, type N/A in the text box below.

1. College/University
2. Course Title
3. Credits/Clock Hours

* Required Question