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**Karuk Community Health Clinic**

64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

**Karuk Tribe****Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

**Karuk Dental Clinic**

64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

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## Vacancy Announcement

(Internal Posting)

- Title:** Natural Resources Technician II / Fuels
- Reports To:** Engine Boss/Captain (CRWB)/ (ENGB) or designee
- Location:** Orleans, Happy Camp, Yreka
- Classifications:** Nonexempt, Full-Time, Regular
- Salary:** \$18.84-\$23.02 per hour, depending on education, experience, qualifications, time served in an equivalent capacity and funding availability
- Summary:** The Natural Resources Fuels Technician II – is a lower mid-level position and will receive direct supervision from the Engine Boss/Captain (CRWB)/ (ENGB). This position will assist the Karuk Tribe Department of Natural Resources Integrated Wildland Fire Management Program staff (DNR) to perform tasks related to Fuels projects. Tasks may vary depending on funding secured. Position may serve in the capacity of Natural Resources Technician II, and Cultural Resource Technician II (when qualified) as long as supervisory span of control and efficiency of operations can be maintained.

**Application Deadline: January 4, 2022 By 5:00 pm**

Applications are available at all Tribal Offices or on the Internet at [www.karuk.us](http://www.karuk.us). The Karuk Tribe's **(TERO) Preference and Drug & Alcohol Policy** apply.

If selected applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Job descriptions are available online at: [www.karuk.us](http://www.karuk.us) or by contacting the Human Resources Department, Telephone (530) 493-1600 ext. 2041, Fax: (855) 437-7888, Email: [vsimmons@karuk.us](mailto:vsimmons@karuk.us)

## POSITION DESCRIPTION

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### Responsibilities:

1. Shall coordinate, oversee, and implement the maintenance of all fuels related equipment as assigned.
2. Shall coordinate, oversee, and implement in unit prep, flagging, cutting line, chainsaw operations, pile construction and burning as assigned.
3. Shall maintain assigned equipment such as PPE, chainsaws, and tools in good condition and working order, and report defective equipment to supervisor immediately.
4. Shall attend all training sessions needed to meet position requirements for fire response.
5. Shall attend and complete assigned training courses.
6. Shall work cooperatively with Natural Resources staff, other tribes, agencies, partner organizations and the public.
7. Shall maintain professional conduct throughout all work assignments.
8. Shall communicate with supervisor, receive orders and implement assignments as directed.
9. Shall work closely with fellow crewmembers to exceed expectations in relation to work quality, quantity and the appropriate code of conduct.
10. Shall be willing to travel on work assignments, this includes driving during the course of work as licensed and insurable.

11. Shall ensure you completely fill out and sign all appropriate documents and timecards in an accurate and timely manner.
12. Shall be willing to assist with activities within the scope of the department's mission as directed.
13. Shall remain available for emergency response assignments.
14. Shall be polite and accept other position related job duties as assigned.

**Qualifications:**

1. Demonstrates the ability to work effectively with Native American people in culturally diverse environments.
2. Exhibits the ability to manage time well and work under stressful conditions with an even temperament.
3. Displays the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Demonstrates the ability to understand and follow oral and written instructions.
5. Demonstrates the ability to make sound and independent judgements in a potentially stressful environment.
6. Must Complete Pack test at the arduous level within 30 days of scheduled Physical. The pack test consists of completing a 3 mile walk with 45lbs in 45 minutes or less annually as a condition of continued employment.

**Requirements:**

1. Education and/or experience
  - a. High school diploma or equivalent; or
  - b. An equivalent combination of education and related experience will be considered for all grades.
2. Required Training: L-280, S-290, S-211, IS-800, S-212, S131.
3. Required Training: S-130, L-180, S-190, I-100, IS-700.
4. Must have a completed task book as a Fire Fighter Type 1 and FAL2.
5. Must have the ability to work long hours for extended periods away from home.
6. Must have ability to coordinate reliable method of transportation and arrive at work in a timely manner.
7. Must be responsible for using safe work practices, for following directives, guidelines, and procedures, and for maintaining a safe and secure work environment.
8. Must successfully pass a pre-employment drug-screening test and be willing to submit to a criminal background check.
9. Must possess valid California driver's license, good driving record, and be insurable by the Tribe's insurance carrier.

10. Must adhere to the policies and procedures of the Karuk Tribe.

**Tribal Preference Policy:** In accordance with the TERO Ordinance 93-0-01, Tribal preference will be observed in hiring.

**Veteran's Preference:** It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

**Council Approved:** January 6, 2021      **Revised:** March 4, 2021

**Review Committee Approved:** December 27, 2021

**Employee's Signature:** \_\_\_\_\_