

## **REVISED EXAMINATION ANNOUNCEMENT**

**July 8, 2020**

EXAM TITLE: FORESTER I  
EXAM CODE: OFS0101  
EXAM BASE: OPEN  
DEPARTMENT: DEPARTMENT OF FORESTRY AND FIRE PROTECTION  
FINAL FILING DATE: **July 28, 2020\***

The bulletin announcing the above examination has been amended as follows:

\*The final filing date has been extended to **July 28, 2020**. Applications postmarked after July 28, 2020 will **NOT** be considered for this examination.

***Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.***



## **FORESTER I**

Exam Code: 0FS0101

<b>DEPARTMENT(S):</b>	<b>Department of Forestry &amp; Fire Protection</b>
<b>OPENING DATE:</b>	June 16, 2020
<b>FINAL FILING DATE:</b>	July 28, 2020
<b>EXAM TYPE:</b>	OPEN
<b>SALARY:</b>	\$5,590.00- \$ 7,070.00
<b>LOCATIONS:</b>	Statewide

### **EQUAL EMPLOYMENT & DRUG FREE STATEMENTS**

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free state work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

### **WHO CAN APPLY**

Persons who meet the minimum qualifications of the classification, as stated on this examination bulletin. All applicants must meet the education and/or experience requirements by the final filing date of **July 28, 2020**, unless otherwise noted on the class specification.

## SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the application and you **MUST** submit the [Accommodation Request Form \(STD. 679\)](#) with your application. This can also be found on the California Department of Human Resources website.

## HOW TO APPLY

To apply for this examination, please complete and return the following:

- [Examination/Employment Application \(STD.678\)](#). This can also be found on the California Department of Human Resources' website. *You may submit your application by mail or in person.*
- A Training and Experience Narrative which is a written document responding to the questions in the **EXAMINATION INFORMATION** which will demonstrate how your background meets the knowledge, skills, and abilities cited in this examination bulletin.

### **SUBMIT BY MAIL OR IN PERSON:**

Department of Forestry and Fire Protection  
710 Riverpoint Court  
West Sacramento, CA 95605  
Examination Unit – (Attn: Diana Valenciano)

### **DO NOT SUBMIT APPLICATIONS VIA E-mail**

Applications postmarked or personally delivered after the final filing date, **July 28, 2020** will not be accepted for any reason.

All applications/resumes must include "from" and "to" employment dates (month/day/year), time base, and applicable civil service class titles. Applications/resumes received without this information will be rejected.

***Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.***

## EXAMINATION INFORMATION

To obtain a position on the eligible list, applicants must receive a minimum rating of 70% on the examination. *This exam will consist of the following:*

### **TRAINING AND EXPERIENCE NARRATIVE - WEIGHTED AT 100%**

EXAM BULLETIN – FORESTER I

EXAM CODE – OFS0101 FINAL FILING DATE 07/28/2020

**A TRAINING AND EXPERIENCE NARRATIVE DOCUMENT WHICH RESPONDS TO THE FOLLOWING FOUR QUESTIONS:**

1. You have been assigned to plan and implement a vegetation management project within the CAL FIRE Vegetation Management Program (VMP). Describe in detail five or more steps you would take to achieve compliance with the California Environmental Quality Act (CEQA).
2. You are conducting a routine inspection of timber operations in a rural area. An upset landowner approaches you with complaints about the logging. Please give four or more examples explaining how you would address the situation?
3. You work in a Sierra Nevada mixed conifer forest that has experienced high tree mortality levels. Considering the environmental factors that may have contributed to tree mortality describe three or more management techniques you would employ to improve forest health.
4. You are preparing a Timber Harvest Plan (THP) that requires road construction. Describe four or more of the following considerations and why they are important in determining proper road placement: Land use history; environmental features; topography; anthropogenic feature; economic feasibility; yarding method; silviculture prescription; type of road; construction type.

**When preparing your Training and Experience Narrative; follow the instructions below:**

- Please use a font size no smaller than 10
- Limit your responses to no more than a total of four pages (**Only the first four pages will be scored**)
- Your document MUST be typewritten (**NO handwritten narratives**)
- Please clearly label the number that corresponds to the question to which you are responding.
- You may include multiple responses on a single page.

In this type of exam, the **TRAINING AND EXPERIENCE NARRATIVE DOCUMENT** is the examination. It is imperative you refer to the knowledge, skills, and abilities when responding to the questions above.

**APPLICATIONS RECEIVED WITHOUT A NARRATIVE MAY RECEIVE A DISQUALIFYING SCORE.**

**PLEASE NOTE:** All exam questions are based on the Knowledge, Skills and Abilities listed in this bulletin and the [Forester I](#) classification specification which is located on the CAL HR website. Use this information when preparing for this exam and retain this bulletin for your reference.

## MINIMUM QUALIFICATIONS

### Either I

Possession of a valid license as a Registered Professional Forester issued by the California State Board of Forestry and Fire Protection or possession of an authorized letter from the California State Board of Forestry and Fire Protection, Professional Foresters Registration, to compete in the Registered Professional Forester exam. (Applicants with an authorization letter from the California State Board of Forestry and Fire Protection, Professional Foresters Registration, will be admitted to the examination, but they must secure the license before they will be considered eligible for appointment.)

### Or II

**Experience:** Two years of experience performing the duties of a Forestry Assistant II in the California state service. **AND**

**License Requirement:** Possession of a valid license as a Registered Professional Forester issued by the California State Board of Forestry and Fire Protection (applicants who do not possess the required license will be admitted to the examination, but they must secure the license before they will be considered eligible for appointment).

### Or III

**Experience:** One year of experience performing the duties of a Forestry Assistant II in the California state service and six months of forestry work requiring professional skill. (Graduation from college with specialization in forestry, range management, or a closely related natural resource field may be substituted for the six months of forestry work.) **AND**

**License Requirement:** Possession of a valid license as a Registered Professional Forester issued by the California State Board of Forestry and Fire Protection (applicants who do not possess the required license will be admitted to the examination, but they must secure the license before they will be considered eligible for appointment)

### Or IV

#### **Experience: Either**

1. Three years of experience in the California state service performing forestry work requiring professional skill, fire prevention, or supervising fire suppression work in a class comparable in level to a Forestry Assistant II.

**Or**

2. Two years of experience in forestry work requiring professional skill involving one of the following: management of a forest area; management of forest resources; appraising forest resources; forest engineering; regulating forest practices; controlling forest pests; reforestation or tree nursery production; urban forestry; or range and watershed management duties. (Graduate work in forestry may be substituted for up to one year of the required experience on a year-for-year basis.) **AND**

**Education:** Equivalent to graduation from college with specialization in forestry, range management, or a closely related natural resource field. (Additional qualifying experience may be substituted for up to two years of the required education on a year-for-year basis.) **AND**

**License Requirement:** Possession of a valid license as a Registered Professional Forester issued by the California State Board of Forestry and Fire Protection (applicants who do not possess the required license will be admitted to the examination, but they must secure the license before they will be considered eligible for appointment).

### **ADDITIONAL DESIRABLE QUALIFICATIONS**

Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles.

### **ELIGIBLE INFORMATION**

A Departmental eligible list will be established for the Department of Forestry and Fire Protection. This list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

### **POSITION DESCRIPTION**

This is the entry and first working level. Incumbents perform difficult, professional duties in connection with forest, range, watershed management, protection, and planning. At the unit level, incumbents enforce regulations, carry out policy, and serve in Forest Practice, Vegetation Management, Forestry Assistance, or other Resource Management assignments, as well as Fire Protection, Pre-Fire Engineering, fire prevention, local land use planning, and risk analysis. In some units, single positions function as Unit Foresters, with multiple program responsibilities. Incumbents may also be responsible for a segment of operations at a State Forest or Nursery.

In region or headquarters assignments, incumbents may serve as staff specialists or assistants responsible for activities of a resource management program such as Forest Practice, Forest Management, or Urban Forestry. Incumbents may also serve as staff specialists or assistants responsible for activities of other department programs, such as pre-fire engineering, local land use planning, and risk analysis. Incumbents with appropriate training, Incident Command System (ICS) qualifications, experience, and certifications may serve in emergency assignments.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

### ***Knowledge of:***

1. Natural resource management principles and practices to guide the application of Department programs and responsibilities.
2. Silvicultural methods and their application to ensure that timber harvesting plans are approved and implemented consistent with professional standards and California Forest Practice Rules.
3. California Foresters Licensing Law to ensure Registered Professional Foresters are functioning in a manner that meets the standards of professional forestry practices.
4. Timber harvest methods and practices (e.g., tractor logging, cable logging) to ensure equipment and practices are utilized to protect all forest resources.
5. Forestry, range, wildlife, and fisheries management principles and practices to assess potential impacts and manage ecosystems effectively.
6. Mapping methods and practices (e.g., drafting techniques, Global Positioning System, topographical map interpretation) to delineate and interpret geographical information.
7. Natural sciences (e.g., wildlife, biology, soil, climatic conditions) to ensure appropriate environmental analysis and project implementation.
8. Federal, State, and local environmental forest and fire laws (e.g., Public Resource Code, California Code of Regulations, Forest Practice Act, California Environmental Quality Act), and Department policies and procedures to ensure compliance and enforcement for public safety and environmental protection.
9. The identification and protection process for cultural resources (e.g., historic, pre-historic) to ensure their preservation.
10. Forest measurements tools (e.g., diameter tape, Biltmore stick, clinometer) used for field measurements of trees and slope of the ground for accurate recording of data.
11. Watershed management and erosion control methods to protect natural resources.
12. Forest road engineering (e.g., road location, construction and design, watercourse crossing design) for the development and review of a transportation and harvesting system to ensure compliance with public safety standards and environmental regulations.

13. Department policies, procedures, and strategies to understand and accomplish the mission of the Department.
14. Environmental effects from land management and incident related activities (e.g., vegetation treatment methods, range management) and mitigation measures necessary to protect forest resources and health and safety of personnel and the public.
15. Other agencies' roles, purposes, and jurisdictional authorities to effectively work together on collaborative objectives.
16. Wildlife management and wildlife habitats to protect fisheries, terrestrial fauna, and plants at a level commensurate with a professional forester's scope of license and expertise.
17. The California Environmental Quality Act to identify the significant environmental impacts of actions and develop measures to avoid or mitigate those impacts within a professional forester's scope of license and expertise.
18. Reforestation practices and principles to ensure adequate regeneration of forestlands.
19. Photogrammetry and remote sensing imagery (e.g., aerial photos, satellite) to gather information on various resources (e.g., vegetation characteristics, wildlife habitats, structures, water resources) for analysis and resource planning.
20. Land surveying (e.g., establishing unit boundaries, county assessor parcel data, use of bearings and distances, public land survey system) to locate property features.

***Skill to:***

1. Read and interpret various sources of information (e.g., maps, street signs, reference manuals, training materials, issuance, reports, correspondence) for successful job performance.
2. Operate computers and software programs effectively (e.g., e-mail, spreadsheets, presentations) to provide accurate reports and information exchange with Department employees and other public/private entities.
3. Prepare clear and concise reports to communicate effectively.
4. Identify environmental impacts and develop or evaluate mitigation to protect natural resources.
5. Apply Resource Management principles and practices to ensure efficient and effective completion of assignments.
6. Plan, organize, and prioritize tasks to ensure efficient completion of assignments.
7. Work effectively in a team to complete tasks, event/incident planning, problem solving, and decision making.
8. Identify and evaluate vegetation conditions to adequately protect natural resources.
9. Gather, compile, and apply information and data from various sources for research, decision making, and developing action plans, for inclusion in written and oral reports, communication, and completion of assignments.



***Ability to:***

1. Maintain registration as a professional forester as required by the Department's policies and procedures.
2. Exhibit ethical behavior, display appropriate conduct, and maintain a high level of professionalism in accordance with Department policies and procedures.
3. Maintain a valid driver's license to enable the legal operation of Department-owned equipment.
4. Read, write, and speak English to effectively exchange information and accomplish daily tasks.
5. Communicate clearly and concisely in English to be understood and to provide necessary information.
6. Work independently, make decisions, and take appropriate action with little or no direction in emergency and non-emergency situations.
7. Work effectively in an individual environment under all conditions.
8. Read and interpret information (e.g., reference manuals, training materials, issuance, laws, regulations, reports, maps, data, correspondence) to acquire knowledge and effectively perform required job duties.
9. Apply forestry principles and practices (e.g., mensuration, silviculture, engineering) to achieve management objectives.
10. Work effectively with others (e.g., co-workers, fire protection agencies, the public, landowners, governmental agencies, business community) to ensure successful job performance.
11. Function in stressful situations or emergencies to accomplish the responsibilities of the Department.
12. Apply safety practices, policies, and procedures for workplace safety and protection.
13. Conduct various forest measurements (e.g., area, slope, density, canopy closure) using forestry tools to achieve management objectives.
14. Interact effectively with a variety of personalities and situations without discrimination to comply with laws and regulations.
15. Determine and establish priorities for the completion of assignments.
16. Operate a variety of electronic equipment (e.g., personal computer, cameras, audio/visual systems, computer software) for successful job performance.
17. Identify environmental impacts and develop mitigation measures to comply with laws and regulations.
18. Prepare accurate and concise reports and correspondence for effective job performance.
19. Listen effectively for successful job performance.
20. Reprioritize urgent assignments with short notice when new assignments are given.
21. Operate mechanical, electronic, and other equipment (e.g., computers, fire apparatus, vehicles, cell phone) to meet the Department's mission.
22. Evaluate, review, analyze, and apply information and technical data to make sound decisions.
23. Adjust to changing work environments to accomplish daily tasks.

24. Tactfully and diplomatically arbitrate conflicts between opposing viewpoints to provide a productive and safe work environment.
25. Identify and evaluate vegetation conditions to determine where and when to apply appropriate management practices.
26. Explain complicated information in simple understandable language for successful job performance.
27. Develop and deliver presentations effectively in English for information exchange, education of employees, management, and Department needs.

## **VETERANS' PREFERENCE**

Veterans' Preference will be granted for this examination, pursuant to Government Code section 18973.1, effective January 1, 2014 as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference. 2) An entrance examination is defined, under the law, as any open competitive examination. And 3) Veterans' Preference is not granted once a person achieves permanent civil service status. Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at [CAL HR Veterans Information](#) , and the [Department of Veterans Affairs](#).

## **CONTACT INFORMATION**

Department of Forestry and Fire Protection  
(916) 894-9580  
[CALFIREexams@fire.ca.gov](mailto:CALFIREexams@fire.ca.gov)

TDD is Telecommunications Device for the Deaf and is reachable only from phones  
Equipped with a TDD Device

1 (800) 735-2929 (TT/TDD) 1 (800) 735-2922 (Voice)

STS is Speech-to-Speech Service for persons with a speech disability and is  
reachable at

1 (800) 854-7784 (California) or 1 (800) 947-8642 (Nationwide)

## **FELONY DISQUALIFICATION**

Pursuant to Government Code Section 1029, persons convicted of a felony are disqualified from employment as peace officers except as provided under Welfare and Institutions Code, Division 2, Chapter 3, Article 8, Section 1179 (b), or Division 2.5, Chapter 1, Article 4, Section 1722 (b). Except as provided for by these statutes, persons convicted of a felony are not eligible to compete for, or be appointed to, positions in this class. This felony disqualification applies only to those positions designated as peace officers.

## **BACKGROUND INVESTIGATION INFORMATION**

Candidates selected for an appointment will be required to complete a Background Certification Statement regarding criminal convictions. A criminal conviction may preclude a candidate from employment; however, appointment commitments will be determined on a case-by-case basis.

## **CITIZENSHIP REQUIREMENTS**

Pursuant to Government Code Section 1031 (a), in order to be a peace officer, a person must be either a U.S. citizen or be a permanent resident alien who is eligible for and has applied for U.S. citizenship. Any permanent resident alien who is employed as a peace officer shall be disqualified from holding that position if his/her application for citizenship is denied.

## **GENERAL INFORMATION**

**For all examinations (with or without a written feature),** it is the candidate's responsibility to contact the Department of Forestry and Fire Protection, (916) 894-9580, three weeks after the cut-off/final filing date if he/she has not received a progress notification or notice to appear.

**If a candidate's notice** of oral interview or performance test fails to reach him/her three days prior to their scheduled appointment due to a verified postal error, he/she will be rescheduled upon written request.

**Examination Locations:** When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

**Applications are available** [ONLINE](#) at CalHR, local offices of the Employment Development Department and the testing Department on this job bulletin.

**If you meet the requirements** stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**The Department of Forestry and Fire Protection** reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) Departmental promotional, 3) multi-Departmental promotional, 4) service-wide promotional, 5) Departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

**If High School Equivalence is Required:** Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

**How to apply for Veterans' Preference:** The California Department of Human Resources (CalHR) has information on how to apply for Veterans' Preference at [CAL HR Veterans Information](#), and the Application for Veterans' Preference Application for (CalHR 1093). Additional information is also available on the [Department of Veterans Affairs](#) website.

**Confidentiality and Security:** Pursuant to Government Code Sections 19680(c) and 19681(b) it is unlawful to copy and/or furnish confidential examination material for the purpose of either improving or injuring the chances of any person or to obtain examination questions or other examination material before, during, or after an examination. Every person violating these provisions is guilty of a misdemeanor, and adverse action will be pursued. This may result in the person being barred from competition in future examinations, withheld from certification lists, or cancellation of eligibility for employment in State civil service.

**Felony Disqualification:** You are disqualified from being employed as a peace officer if: 1) you have been convicted of a felony in California or any other State; 2) you have been convicted of any offense in any other State which would have been a felony if committed in California; 3) you have been charged with a felony and adjudged by a superior court to be mentally incompetent; 4) you have been adjudged addicted or in danger of becoming addicted to narcotics, convicted, and committed to a State institution. If you have been convicted of a felony, you may be allowed to participate in this examination if your conviction(s): 1) has/have been sealed under Penal Code Section 851.7, 851.8, 1203.45, or Health and Safety Code Section 11361.5; 2) has/have been expunged or is/are expugnable pursuant to Health and Safety Code Section 11361.5 regarding marijuana offenses; 3) was/were stipulated or designated to be a lesser included offense of marijuana possession under Health and Safety Code Section 11557 or 11366.