COUNTY OF LOS ANGELES
invites applications for the position of:

FORESTRY TECHNICIAN

SALARY:

$2,715.10 - $3,547.10
Monthly
$32,581.20 - $42,565.20
Annually

OPENING DATE:

01/11/16

CLOSING DATE:

02/02/16 05:00 PM

POSITION/PROGRAM INFORMATION:

FIRE DEPARTMENT
OPEN COMPETITIVE
EXAM NUMBER: 30326F
FILING PERIOD: 01/12/16-02/02/16

DEFINITION:
Performs routine reforestation field work and assists in the day-to-day operation and maintenance of forestry field units and related resource projects.

CLASSIFICATION STANDARDS:
Positions allocable to this class are distinguished by their entry-level assignment assisting higher level forestry personnel in performing nursery and forestry duties related to propagation and field planting. Under the supervision of professional forestry personnel, incumbents prepare planting sites, plant trees, cultivate seedlings, maintain and repair forestry facilities, landscape Fire Department facilities, conduct emergency oak tree inspections, and perform other related activities as assigned. Positions also conduct field demonstrations as part of the conservation education program. Incumbents typically work in isolated, remote areas and are required to hike or climb rugged terrain as well as lift and operate heavy equipment. Incumbents also participate in emergency related activities, and may be required to work prolonged hours without sleep.

ESSENTIAL JOB FUNCTIONS:

- Participates in the maintenance of forestry facilities and equipment.
- Pots, plants, transplants, fertilizes, sprays, prunes, and waters forestry stock.
- Maintains records and prepares reports regarding propagation, conducts emergency oak tree inspections, verifies oak tree reports, and conducts enforcement inspections.
- Participates in native plant propagation from seed collection to field planting.
- Serves as a working supervisor for small crews of unskilled workers comprised of court referrals or youth programs, performing fire hazard reduction, nursery maintenance, plant propagation, and other resource related projects, or serves as the liaison for such projects with supervised work crews.
- Operates and instructs others in the use of manual and power operated tools.
- Collects live fuel moisture samples; processes and prepares reports.
• Applies herbicides, insecticides, and other chemicals for purposes of vegetation management or forest nursery practices.
• Staffs the 24-hour visitor center at Henninger Flats, provides security, and gives assistance to visitors.
• Conducts field demonstrations, guided field unit tours, and conservation education programs.
• Performs in a logistical support capacity during designated emergency operations.
• Drives a truck or other automotive equipment in the performance of duties.
• Provides emergency medical assistance as required.

REQUIREMENTS:

SELECTION REQUIREMENTS:
An Associate of Arts degree or higher or its equivalent from an accredited* college with specialization in forestry or closely related field** AND one year of experience in forestry management, conservation, environmental resource protection, or application of forestry principles.

*ACCREDITATION: Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by The National Association of Credential Evaluation Services or the Association of International Credential Evaluators, Inc. (AICE).

**Related field such as: Urban Forestry, Forest Recreation, Recreation Administration, Landscape Architecture, Wildlife, Wildlife Management, Natural Resource Management, Botany, Environmental Science (Ecology), Horticulture and Arboricultural. All related fields may be reviewed for content and curriculum emphasis.

SPECIAL REQUIREMENT INFORMATION: *You must include a legible copy of your diploma or official transcripts from an accredited institution which shows the area of specialization with your application at the time of filing. Applicants must either upload required documents as attachments or fax a copy of the required documents to (323) 869-0312 within fifteen (15) calendar days of filing. Please include the exam number and exam title. All related fields will be reviewed for content and curriculum emphasis.

EXAMINATION CONTENT:

This examination will consist of an oral interview covering training, experience, personal fitness, and the general ability to perform the duties of the position weighted 100%.

Candidates must achieve a passing score of 70% or higher on the exam in order to be on the eligible list.

Final results will be sent by U.S. mail. Test scores cannot be given over the phone.

ELIGIBILITY INFORMATION:
The names of candidates receiving a passing grade in the examination will be placed on the eligible list in the order of their score group for a period twelve (12) months, following the date of promulgation. As the need occurs, names from the highest ranking group(s) of eligibles will be selected to participate in the remainder of the selection process, which will consist of a thorough background investigation and a medical examination.

VACANCY INFORMATION:
The resulting eligible list for this examination will be used to fill vacancies in the County of Los Angeles Fire Department.
BACKGROUND CHECKS:
Successful applicants will be required to complete a thorough background investigation, including a Live Scan fingerprint search prior to appointment.

LICENSE:
A valid California Class C Driver License. A California Class B Commercial Driver License with water tank and air brake endorsements is required within one year from the date of appointment and prior to completion of the probationary period. Some positions may require a passenger endorsement in addition to other required endorsements.

Applicants for this examination must attach a copy of his/her driving record from the California State Department of Motor Vehicles (DMV) to his/her application. Driving records may be obtained from any DMV office. AN APPLICANT WHOSE DRIVING RECORD SHOWS FOUR OR MORE MOVING VIOLATIONS WITHIN THE LAST TWO YEARS WILL NOT BE APPOINTED. License must not be restricted, revoked, or suspended. If you are unable to attach the required documents, you may fax them to (323) 869-0349 within fifteen (15) calendar days of filing.

PHYSICAL CLASS: 4 - Arduous: Involves frequent heavy lifting over 25 pounds, often combined with bending, twisting, or working on irregular surfaces; and occasionally requires extraordinary physical activity.

OTHER REQUIREMENTS:
Persons appointed to this class shall obtain Emergency Medical Technician-1 (EMT-1) certification through successful completion of the department provided EMT-1 training program, or from a school, or an EMT program accredited by the local Emergency Medical Services (EMS) Agency, and successfully pass the National Registry for Emergency Medical Technicians (NREMT) basic exam within one year from time of appointment.

PHYSICAL REQUIREMENTS:
VISION: (1) Acuity - At least 20/70 in each eye without correction, correctable to 20/30 in each eye. (2) Color Perception - Anything other than minor hue impairment is disqualifying.

HEARING: Applicants cannot be medically qualified if the hearing in either ear shows greater than a 35 dB loss as averaged in the four test frequencies of 500,1000,2000 and 3000 Hz; nor may there be greater than a 45 dB peak loss at any one of the test frequencies. Applicants whose test results fall between the acceptable and unacceptable ranges will be individually evaluated.

HEIGHT-WEIGHT: The range of acceptable height and weight measurements is shown below. Height measurements are made without shoes and weight measurements are made without shoes and coat. Applicants whose height falls between any of the measurements shown on the table must meet the weight requirements of the lower height.

MALE: HEIGHT WEIGHT
5 ft. 0 in. 110 lbs. to 143 lbs.
5 ft. 1 in. 112 lbs. to 146 lbs.
5 ft. 2 in. 115 lbs. to 149 lbs.
5 ft. 3 in. 118 lbs. to 152 lbs.
5 ft. 4 in. 121 lbs. to 155 lbs.
5 ft. 5 in. 124 lbs. to 158 lbs.
5 ft. 6 in. 128 lbs. to 163 lbs.
5 ft. 7 in. 132 lbs. to 168 lbs.
5 ft. 8 in. 136 lbs. to 173 lbs.
5 ft. 9 in. 140 lbs. to 179 lbs.
5 ft. 10 in. 144 lbs. to 185 lbs.
5 ft. 11 in. 148 lbs. to 191 lbs.
6 ft. 0 in. 152 lbs. to 197 lbs.
6 ft. 1 in. 156 lbs. to 203 lbs.
6 ft. 2 in. 160 lbs. to 209 lbs.
6 ft. 3 in. 164 lbs. to 215 lbs.
6 ft. 4 in. 168 lbs. to 221 lbs.
6 ft. 5 in. 172 lbs. to 227 lbs.
6 ft. 6 in. 176 lbs. to 233 lbs.
6 ft. 7 in. 180 lbs. to 239 lbs.

FEMALE: HEIGHT WEIGHT
4 ft. 6 in. 83 lbs. to 114 lbs.
4 ft. 7 in. 85 lbs. to 116 lbs.
4 ft. 8 in. 87 lbs. to 118 lbs.
4 ft. 9 in. 89 lbs. to 120 lbs.
4 ft. 10 in. 91 lbs. to 123 lbs.
4 ft. 11 in. 93 lbs. to 126 lbs.
5 ft. 0 in. 95 lbs. to 129 lbs.
5 ft. 1 in. 98 lbs. to 132 lbs.
5 ft. 2 in. 101 lbs. to 136 lbs.
5 ft. 3 in. 104 lbs. to 138 lbs.
5 ft. 4 in. 107 lbs. to 144 lbs.
5 ft. 5 in. 111 lbs. to 150 lbs.
5 ft. 6 in. 115 lbs. to 156 lbs.
5 ft. 7 in. 119 lbs. to 162 lbs.
5 ft. 8 in. 121 lbs. to 168 lbs.
5 ft. 9 in. 127 lbs. to 174 lbs.
5 ft. 10 in. 131 lbs. to 180 lbs.
5 ft. 11 in. 135 lbs. to 186 lbs.

ADDITIONAL INFORMATION:
APPLICATION AND FILING INFORMATION:
APPLICATIONS MUST BE SUBMITTED ONLINE ONLY. APPLICATIONS SUBMITTED IN PERSON OR BY U.S. MAIL OR FAX WILL NOT BE ACCEPTED.

Apply online by clicking on the "Apply" button on this posting once it is open for filing.

The County of Los Angeles has replaced its old job application system with a new system.

In order to create your new profile please follow the link below
https://www.governmentjobs.com/careers/lacounty

All applicants must enter a valid email address at the time of application submission. Entering an invalid email address may result in the disqualification of your application during the examination process.

The acceptance of your application will depend on whether you have clearly shown that you meet the Selection Requirements. Please fill out your application completely and correctly, including names and addresses of schools attended, titles of courses completed, and number of credits and/or certificates earned. For each job held, give the name and address of your employer, your job title, beginning and ending dates, description of work performed, and salary earned. All information is subject to verification.

Applications may be rejected at any stage of the selection process.

Applicants claiming Veterans Credit need to submit a copy of their DD214 form for review and consideration for additional points.

SOCIAL SECURITY NUMBER
All applicants MUST enter a valid social security number at the time of filing. Entering anything
other than a valid social security (i.e. 000-00-0000, 111-11-1111, etc.) will result in an automatic rejection of your application.

**COMPUTER AND INTERNET ACCESS AT PUBLIC LIBRARIES**
For candidates who may not have regular access to a computer or the internet, applications can be completed on computers at public libraries throughout the County of Los Angeles.

**NO SHARING OF USER ID AND PASSWORD**
All applicants must file their application online using their OWN user ID and password. Using a family member or friend's user ID and password may erase a candidate's original application record.

**Available Shift:** Any
**ADA Coordinator Phone:** (323) 838-2239
**Teletype Phone:** (800) 735-2922
**California Relay Services Phone:** (800) 735-2922
**Department Contact Name:** Ivy Pham
**Department Contact Phone:** (323) 838-2241
**Department Contact Email:** Ivy.Pham@fire.lacounty.gov
**Department Contact FAX:** 323-869-0312

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**Your Responsibilities:**
1. **Completing Your Application:**
   a. Before submission of the application, it is your responsibility to ensure that all information provided is correct and complete on the application. Incomplete applications cannot be accepted.
   b. Please list separately the PAYROLL TITLE for each job. Do not group your experience. Specify the beginning and ending dates for each job. If you are a County employee and have been promoted, do NOT list all of your time with the County under your present payroll title.
   c. Your Social Security Number must be included for record control purposes. Federal law requires that all employed persons have a Social Security Number.
   d. To receive APPROPRIATE CREDIT, include a copy of your diploma, transcript, certificate, or license as directed on the job posting.

2. **Minimum or Selection Requirements are listed in the job posting.**
   a. YOUR APPLICATION WILL BE

**Social Security Act of 2004:** Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.

**Record of Convictions:** As part of the selection process you may be required to complete and submit a Candidate Conviction
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ACCEPTED ONLY IF IT CLEARLY SHOWS YOU MEET THESE REQUIREMENTS. The information you give will determine your eligibility and is subject to verification at any time.

b. You must be at least 16 years of age at the time of appointment unless other age limits are stated on the job posting. The Federal Age Discrimination in Employment Act (ADEA) of 1967, as amended, prohibits discrimination on the basis of age for any individual over age 40.

c. Your experience may be paid or unpaid unless the job posting states otherwise. Experience is evaluated on the basis of a verifiable 40-hour week.

3. Application Deadline:
   a. All job applications must be completed and submitted by the last day of the filing period and closing time indicated on the job posting. Job postings with an open continuous filing period are subject to closure without prior notice. It is to your advantage to file your application early and not wait until the last allowable date and time as you will not be able to apply once the filing period has closed.
   b. Applications for positions designated "Apply in Person" must be filed in person at the address provided on the job posting.

4. Change of Name or Address:
   To change personal information such as your name or address, log into your profile and make the necessary change. This can be done at any time.

5. Promotional Examinations:
   a. Some of your experience may have been in a position in which such work is not typically performed. If such experience is permitted as indicated on History Questionnaire (CCHQ). PLEASE DO NOT SUBMIT THE CCHQ WITH YOUR APPLICATION, unless instructed to do so. A full disclosure of all convictions is required, when requested. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers’ compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.

For more information regarding convictions that are not subject to disclosure, please refer to the CCHQ from the link below: http://file.lacounty.gov/dhr/CCHQ_2014.pdf

Americans with Disabilities Act of 1990: All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA/Personnel Services for Disabled Persons Coordinator. Hearing impaired applicants with telephone teletype equipment may leave messages by calling the teletype phone number on the job posting. The County will attempt to meet reasonable accommodation requests whenever possible.

Veteran’s Credit: In all open competitive examinations, a veteran’s credit of 10 percent of the total credits specified for such
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the job posting, a signed Verification of Experience Letter (VOEL) signed by your department’s Human Resources Office must be attached to your application unless otherwise stated on the job posting.

b. If indicated on the job posting, permanent employees who have COMPLETED THEIR INITIAL PROBATIONARY PERIOD AND HOLD A QUALIFYING PAYROLL TITLE may file for promotional examinations if they are within six months of meeting the experience requirements by the last day of filing or at the time of filing for open continuous exams.

6. Equal Employment Opportunity/Non-Discrimination Policy:
   a. It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, color, religion, sex, national origin, age, sexual orientation or disability.

   b. If you require material in an ALTERNATE FORMAT or are an individual requesting REASONABLE ACCOMMODATION(S) in the examination process for a physical or mental disability, please CONTACT THE AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR LISTED ON THE JOB POSTING. The provision of reasonable accommodation may be subject to verification of disability as allowable with State and Federal law. All disability-related information will remain confidential.

Disclaimer: The County of Los Angeles is not responsible or in any way liable for any computer hardware or software malfunction which may affect the employment application or the

examinations will be added to the final passing grade of an honorably discharged veteran who served in the Armed Forces of the United States under any of the following conditions: During a declared war; -or-

During the period April 28, 1952 through July 1, 1955; -or-

For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; -or-

During the Gulf War from August 2, 1990 through January 2, 1992; -or-

For more than 180 consecutive days, other than for training, any part of which occurred during the period beginning September 11, 2001, and ending on August 31, 2010 the last day of Operation Iraqi Freedom; -or-

In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded. Any Armed Forces Expeditionary medal or campaign badge, including El Salvador, Lebanon, Grenada, Panama, Southwest Asia, Somalia, and Haiti qualifies for credit.

A campaign medal holder or Gulf War veteran who originally enlisted after September 7, 1980 (or began active duty on or after October 14, 1982, and has not previously completed 24 months of continuous active duty) must have served continuously for 24 months or the full period called or ordered to active duty.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification.
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You assume all responsibility and risk for the use of this system and the Internet generally. This system and the information provided on it are provided on an "as is" and "as available" basis without warranties of any kind, either express or implied. No advice or information given by the County of Los Angeles or its respective employees shall modify the foregoing or create any warranty.

The County of Los Angeles expressly disclaims any warranty that the information on this system or on the Internet generally will be uninterrupted or error free or that any information, software or other material accessible from the system is free of viruses or other harmful components. You shall have no recourse against the County of Los Angeles as the system provider for any alleged or actual infringement of any proprietary rights a user may have in anything posted or retrieved on our system.

The County of Los Angeles shall not be liable for any direct, indirect, punitive, incidental, special or consequential damages arising out of or in any way connected with the use of this system or with the delay or inability to use it (or any linked sites), or for any information obtained through this system, or otherwise arising out of the use of this system, the Internet generally or on any other basis.

NOTE: Your application is submitted using Secure Encryption to ensure the privacy of all information you transmit over the Internet.

Employment Eligibility Information: Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that all persons hired after November 6, 1986, are required to present original documents to the County, within three (3) business days of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

The California Fair Employment and Housing Act (Part 2.8 commencing with Section 12900 of Division 3 of Title 2 of the Government Code) and the Regulations of the Fair Employment and Housing Commission (California Code of Regulations, Title 2, Division 4, Sections 7285.0 through 8504) prohibits employment discrimination based on race or color; religion; national origin or ancestry; physical disability; mental disability or medical condition; marital status; sex or sexual orientation; age, with
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By accepting the Use Disclaimer set forth here, you agree to all of the above terms and further agree to use this Online Job Employment Application System only for the submission of bona fide employment applications to the County of Los Angeles. Any other use of this Online Job Employment Application System, including without limitation any copying, downloading, translation, decompiling, or reverse engineering of the system, data, or related software, shall be a violation of the Use Disclaimer.

Benefit Information: Depending on the position, the successful candidate will enroll in a contributory defined benefit pension plan if the candidate is a “new member” of the County’s defined benefit plan (LACERA) on or after January 1, 2013 (first employed by the County on or after December 1, 2012) – unless she or he established reciprocity with another public retirement system in which she or he was a member before January 1, 2013. It should be noted that County employees do not pay into Social Security, but do pay the Medical Hospital Insurance Tax portion of Social Security at a rate of 1.45%. The Los Angeles County Employees Retirement Association (LACERA) has reciprocal agreements with several public retirement systems in California.

Test Preparation: Study guides and other test preparation resources may be accessed through the Department of Human Resources website at: http://hr.lacounty.gov. Additional test preparation resources may be listed on the job posting.

Accreditation Information: Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by The National Association of Credential Evaluation Services or the Association of International Credential Evaluators, Inc. (AICE).

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Position #: 30326F
FORESTRY TECHNICIAN

Los Angeles, CA 90010