



# Josephine County, Oregon

## Human Resources Office

Josephine County Courthouse  
500 NW 6<sup>th</sup> Street Dept 11 / Grants Pass OR 97526  
(541) 474-5217 / FAX (541) 474-5218 / TTY (800) 735-2900

### POSITION DESCRIPTION

Job Title: Forestry Technician I  
Department: Forestry  
FLSA Status: Non-Exempt  
Job Code: 51  
WC Code: 8601  
Effective Date: December 16, 2008  
Last Revised: May 29, 2009  
Pay Grade: A13  
Union: AFSCME

#### SUMMARY

Gathers, analyzes and reports findings of forest conditions. Administers forest use contracts, establishes property lines and road systems; does related work as required. An employee in this classification is expected to work independently and is responsible for the technical preparation of forestry projects and the administration of contracts. Work is performed under the general supervision of the Forester who reviews the work primarily for results attained. Specific project assignment and review may be performed by the Forester. The position requires skills in monitoring the performance of contractors.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

(Illustrative only. Any single position in this classification will not necessarily involve all of the listed duties below and other positions will involve duties which are not listed. These duties represent the essential functions needed of persons in this classification.)

1. Surveys and establishes property lines to identify parcels to be contracted for timber harvesting.
2. Determines with supervisor appropriate logging techniques for land identified for timber harvest.
3. Develops appropriate road systems and lays out road lines; gathers data to determine road construction costs.
4. Evaluates lands and prepares timber sales including timber cruise, boundary traversing and volume computation.
5. Monitors road construction performed by contractor.
6. Provides data and recommendations to supervisor for logging plans.
7. Monitors compliance with established logging plan, contract and the Forest Practices Act.
8. Assists in reforestation including determining acreage to be planted, conduct seedling stocking surveys and assess conifer cone crops.
9. Responds to emergencies as needed; Performs fire fighting on forestry lands and assist in search and rescue operations.

10. May perform duties with the silviculture and salvage logging crews as needed. Duties include but not limited to tree planting, pre-commercial thinning, logging and fuel hazard reduction work.

SUPERVISORY RESPONSIBILITIES This position normally has no supervisory duties but may be occasionally responsible for coordinating work activities in the event a Supervisor, Foreman or Forester is not available. Examples of duties includes leading Corrections Crews, timber marking work, and utilizing a position of lower classification to assist in Forestry Tech tasks.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Considerable knowledge of methods, practices and procedures used in logging, timber stand improvement, preparation of timber sales, reforestation, surveying, road construction; use and maintenance of surveying and forestry equipment and safety practices and precautions in performing responsibilities. Some knowledge of fire control procedures. Understand and follow oral and written instructions; establish and maintain effective working relationships with other employees, agencies, contractors, land owners and the public; prepare accurate and complete reports; exercise initiative and judgment in completing tasks and responsibilities; communicate effectively both verbally and in writing, make complex mathematical computations and calculations with speed and accuracy; interpret and apply laws and regulations; may have contact with irate individuals and able to use appropriate judgment in negotiating situations.

#### EDUCATION AND EXPERIENCE

Associates Degree in Forestry or related field; and three years experience in forest management or surveying; or any satisfactory combination of experience and training which demonstrates the knowledge, skills and ability to perform the above described duties.

#### JOB IMPACT

The consequence of errors would result in financial loss or lawsuit resulting from incorrect survey determination, miscalculation of road layout or misinterpretation of contract terms; and possible safety hazards in inappropriate road layout. Problems encountered generally revolve around interpretation of forestry regulations and contract stipulations; problems arising from changing the local environment and accurate surveying and road construction in steep-rugged terrain.

#### JOB CONTACTS

Contacts are made with Federal and State agencies, land owners, and contractors to perform pre-timber sales duties and monitor contracts.

#### LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

#### MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

#### REASONING ABILITIES

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

#### OTHER SKILLS AND ABILITIES

Operating survey instruments and construction equipment required to perform duties.

#### CERTIFICATES, LICENSES, REGISTRATIONS

Possession of or ability to obtain a valid Oregon Driver's license; safe driving record.

#### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### WORK ENVIRONMENT

Work is performed both in the office and in the field. Performing field work requires working in all types of weather conditions exposed to wild animals and insects in various types of terrain and situations including steep slopes, rocky and moderately heavy brush areas requiring walking, crawling, carrying and operating equipment and instruments including survey instruments and chain saws and occasional tree climbing is required. Position is impacted by urgent time deadlines and heavy workload due to seasonal nature of field work; need for accuracy in determining property lines, interpreting timber sales contracts and establishing road boundaries; uncontrollable interruptions and shifting of attention caused by new projects and priorities not anticipated. Overtime is required during peak work periods.

### BACKGROUND INVESTIGATION

May be subject to background check depending on position assignment.

# PHYSICAL REQUIREMENTS

Check if required for essential job function	Activity	Never 0%	Occasionally 1-33%	Frequently 34-66%	Continuous 67-100%
<input checked="" type="checkbox"/>	Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Sitting - 1/2 hour plus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Moving about work area	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Bending forward	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Stoop position - 1 minute plus	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Climbing stairs - 1 floor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Crawling - hands & knees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Reaching overhead	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Lifting strength	<b># of pounds = 50lbs</b>			
<input checked="" type="checkbox"/>	Lifting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Patient Lifting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Lifting Overhead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Moving carts, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Carry items	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Dexterity/Coordination	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Keyboard Operation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Rapid-mental/hand/eye coord.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Operation of motor vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Speech, Vision & Hearing

<input type="checkbox"/>	Distinguish colors	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<input type="checkbox"/>	Distinguish shades	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<input type="checkbox"/>	Depth perception	Describe:	
<input checked="" type="checkbox"/>	Ability to hear	Normal Speech Level:	
<input type="checkbox"/>	Other Spec. Hearing Req.	Describe:	

## Exposure - Environmental Factors

<input checked="" type="checkbox"/>	Heat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Cold	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Humidity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Wet Area/Slippery	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Noise	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Dust	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Smoke	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Vibration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Chemical Solutions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Uneven Area	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Ladder/Scaffold	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Ionization	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Radiation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Body Fluids	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>