



RANCHO SANTA FE FIRE PROTECTION DISTRICT

EMPLOYMENT OPPORTUNITY

FORESTRY ASSISTANT *Fuels and Fire Management*

(TEMPORARY POSITION)

Salary: \$12.00 / hour (no benefits)

Application Deadline: Friday, May 26, 2017 at 5:00pm

The Rancho Santa Fe Fire Protection District (RSFFPD) is currently seeking applicants to fill a summer internship position. The successful candidate for this position *will work 40 hours per week during the summer of 2017. Applicants will be interviewed on-site at the beginning of June 2017.*

EXAMPLE OF DUTIES:

- Inspect Shelter-in-Place Communities for compliance with 2016 California Fire Code. *Uniform will be provided.*
- Enforces RSFFPD's local ordinances for vegetation management.
- Provide daily inspections, cleaning, and refueling services, as necessary, of staff vehicle assigned to the Forestry Assistant.
- Performs other Fire Prevention related duties as assigned by the Fire Prevention Specialist II / Forester or Fire Marshal.

MINIMUM QUALIFICATIONS:

Age: Minimum age of 18 years is required.

Health: Applicants must be in good physical conditions, with the ability to perform all tasks assigned. Must be capable of lifting up to 50 pounds without assistance. **Must be a non-smoker.**

Education: Preferred applicant to be currently enrolled in a four year college degree program with an emphasis in fire and fuels management and/or fire prevention.

Experience: Microsoft Office Suite (Word, Excel, and Outlook) software is strongly desirable. Creating and editing ARCGIS Geographical Information System Maps is also desirable.

Housing: Applicant must provide for their housing during employment.

Driving History: A RSFFPD-owned vehicle will be provided to complete work while on-duty. Applicants must possess a valid "Class C" California driver's license with an acceptable driving record throughout employment with RSFFPD. **Applicants must submit a current Department of Motor Vehicle (DMV) history report covering the last two years with the application.**

APPLICATION PROCESS:

A completed Fire District Application and a copy of the applicant's DMV Driving Report shall be delivered or mailed to the Administrative Office no later than 5:00 PM on May 26, 2017. Postmarks will not be accepted. Applications may be picked up in person at the Administrative Office or online at www.rsf-fire.org.

Administrative Office Address:

18027 Calle Ambiente
Rancho Santa Fe, CA 92067
8:00 AM to 5:00 PM (Mon. – Fri.)
(858) 756-5971 (main business line)

Mailing Address:

RSFFPD-Forestry Assistant Program
Attn: Conor Lenehan
P.O. Box 410
Rancho Santa Fe, CA 92067-0410