



2ND POSTING

OPEN TO THE GENERAL PUBLIC

NOTE: *Selection process is in accordance with Chapter 170, as amended.*

Post Closes: Friday July 30, 2021

Job Title: Forest Inventory Technician

Supervisor: Inventory Forester

Status: RFT

Rate: TBD

SCOPE OF WORK:

The incumbent is responsible for assisting the GIS & Inventory Forester and Forest Inventory Project Forester with the collection of forest inventory data. This includes field work to collect data on the forest, office work transferring field data to the databases and equipment maintenance. Also assists the Forest Inventory Supervisor in training technicians and foresters to use equipment and follow data collection standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Must have the knowledge, skills, and ability to perform the following:

(General MTE)

1. The Menominee Reservation and forest management program and operations
2. MTE Forest Management Plan
3. Mastery of BIA and MTE mapping standards (i.e. Stand Exam Manual)
4. National Environmental Protection Act, Tribal Ordinances, and State-recognized Best Management Practices

(Forestry)

5. Experience in timber cruising techniques to determine regeneration stocking levels (trees per acre), volume and basal area, tree species identification, and tree defect
6. Cruise design and sampling techniques, error estimation, and forest biometrics measurements (counts, diameter, heights, and defect)
7. Kotar Habitat Classification and plant identification essential to implementing the Kotar system
8. Perform Quality Control and Quality Assurance on field data and database output
9. Perform CFI plot field location and maintenance

(GPS, GIS, Computer Skills)

10. GPS navigation and data collection using ArcPad on various Forge receivers and Collector on Nautiz handhelds, including the knowledge of the principles of differential correction (post-processing)
11. Develop and maintain spreadsheets in MS Excel, and written documents in MS Word
12. GPS work to designate stand boundaries, road location, wetlands, and other important mapping data.
13. Perform changes and edits within GIS database according to field checks, in order to keep data accurate up to date

(Communications and Organization)

14. Communicate in a professional manner to maintain effective relationships with employees, other resource professionals and the public

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15. Prioritize tasks and work flexible schedules due to season and demands of deadlines
16. Actively track status of projects against due dates and communicate achieved objectives with GIS & Inventory Forester
17. Train staff on mapping, GPS, and database transfer tasks
18. Assist in the development and updating of manuals, technical documentation, tally sheets, and guides as new projects unfold
19. Public speaking and education the public
20. Perform other duties as assigned by supervisor

WORKING CONDITIONS:

Works outdoors independently for extended periods in adverse terrain and weather conditions throughout the year. Must be capable of walking across rugged terrain for extended distances (up to 5 miles) and periods of time (up to 8 hours). Required to wear necessary personal safety protection when in the forest or mill areas. Must operate an ATV for extended periods. Must wear appropriate safety apparel and equipment and comply with all safety policies and practices of MTE.

QUALIFICATIONS:

Requires a High School diploma or equivalent. Requires one year experience in forest inventory data collection using fixed and variable radius plot methods and local tree species identification. Demonstrate computer skills with MS Excel and Word.

Experience using ArcPad, Nautiz, and other GPS software for navigation and data collection.

Demonstrated competency with Forest Habitat (Kotar) identification within the first year of employment.

Must possess a Wisconsin Driver License and be insurable under MTE insurance standards

APPLICATION PROCESS:

1. Completed application
2. Copy of Tribal enrollment
3. Copy of diploma or equivalent.
4. Honorable or general military discharge paperwork

Note: It is not the responsibility of MTE to notify you of incomplete applications.

SUBMIT APPLICATIONS TO:

Levi O'Kimosh, Human Resource Director

Menominee Tribal Enterprises, PO Box 10, Neopit, WI 54150

Email: levio@mtewood.com

Fax: 715-756-2319

Call: 715-756-2311 ext. 1137/1168/1135 if any questions.

*Applicant must successfully pass a pre-employment drug & alcohol screening and background check.