



## 1<sup>ST</sup> POSTING

### OPEN TO ENROLLED MENOMINEE

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

Posting Closes: Monday May 23, 2022

Job Title: Temporary Forestry Aide (Fuels)-5 positions

Supervisor: Fuels Specialist

Status: 6 months

Rate: TBD

#### **SCOPE OF WORK:**

Forestry Aide (Fuels) is a Temporary position for Menominee Tribal Enterprises. Primary responsibilities of the position are to assist the Fuels Crew with fuels management activities, such as: prescribed burn preparation, project monitoring, mechanical hazard fuels reduction projects, and if qualified prescribed burn implementation.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

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

1. Perform project work such as fuel inventory and hazard fuels reduction projects.
  2. Utilize a variety of specialized tools, machinery equipment and techniques while implementing fuels projects (hazard fuels reduction and if qualified prescribed fire).
  3. Chops brush, falls small trees, moves and piles brush using various hand tools such as axes, shovels, pulaskis, McLeods, power tools, and chainsaws.
  4. Cleans, reconditions, and stores tools and equipment.
  5. Perform project work such as fuel inventory and hazard fuels reduction projects.
  6. Ensure self and others' welfare and safety in all aspects of project implementation.
  7. Participates in fuels management reviews, proficiency checks and drills, safety sessions, and after action reviews.
  8. Be involved in teaching and mentoring new Fuels Crew members.
  9. Perform duties under stressful and adverse operating conditions, such as; long work hours, heavy workloads.
  10. Ability to verbally communicate with other crew members in a team environment.
- Perform other duties as assigned by supervisor.

#### **WORKING CONDITIONS:**

Employee must be able to work outdoors independently for extended periods in adverse terrain and weather conditions throughout the year. Work requires regular and protracted periods of strenuous physical exertion including prolonged standing, frequent bending, stooping, walking cross country, climbing, etc., over uneven ground and steep terrain. The hazardous nature of the work requires conformance to safety requirements & the use of safety equipment and clothing. The work is typically performed in a forest setting. Must be able to lift up to 50 lbs. Must wear all appropriate safety apparel and equipment and comply with all safety policies and practices of MTE.

**QUALIFICATIONS:**

A valid Wisconsin State driver's license is required. A high school diploma or equivalency with a combination of training and experience may qualify for this position. This is an entry level position with no fire qualifications needed. Weather and time permitting, we will attempt to train the new hires for future fire qualifications.

**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:**

Mariah Reiter, HR Department  
Menominee Tribal Enterprises, PO Box 10, Neopit, WI 54150  
Fax: 715-756-1314  
Call: 715-756-3353 if any questions.

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