

JUAB SPECIAL SERVICE FIRE DISTRICT

INTERNAL JOB ANNOUNCEMENT

POSITION TITLE: Wildland Fuels Mitigation Program Assistant Manager

SALARY: To be determined

JOB SUMMARY:

Assist Program Manager in overseeing and managing a crew in performing wild land fuels mitigation work in Juab County. Functions includes working side by side and supervising employees in removing trees, brush and vegetation from public and private lands in Juab County and other assigned areas. Responsibilities include operating and maintaining pickups, transport trailers, fire trucks, chain saws, a large BobCat skid steer unit with fecon head, a commercial chipper machine, burning mitigation residue and overseeing subordinate employees in performing all equipment operation, maintenance and wild land fuels mitigation duties. Responsibilities also include assisting the Program Manager in preparing and submitting a monthly payroll and billing for mitigation work performed, seeking and applying for grant opportunities, managing grants, making a monthly productivity report to the Fire Board, and hiring / firing wildland fuels crew employees.

This position is a variable time position with work hours to be determined. No County benefits including state retirement, health insurance, etc. shall be provided.

MINIMUM REQUIREMENTS:

High school diploma or equivalent. Supervisory experience preferred. Selected applicants are subject to, and must pass a criminal background check. Previous experience operating, maintaining, loading, unloading and transporting Bobcat or comparable skid steer loaders preferred. Previous experience operating and maintaining chain saws, commercial chippers, small hand tools and fire trucks also preferred.

TO APPLY: Submit a signed letter of application to the Juab Special Service Fire District, resume (optional), including: **1)** a summary of supervisory and related work experience, **2)** references; **3)** a signed statement identifying any relatives (including the nature of the relationship) currently employed by Juab Special Service Fire District or Juab County and any other information deemed relevant that qualifies you for this position.

Send to: *Juab Special Service Fire District, Wildland Fuels Mitigation Program Assistant Supervisor Vacancy, c/o Juab Special Service Fire District, 160 North Main, Nephi, UT. 84648*, by 2:00 p.m. on March 30, 2017.

Juab Special Service Fire District is an equal opportunity employer!