**Jessica L. Hilfers**

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| **12121 Apt 1 Menaul Blvd, ABQ, 87112** | **Personal Cell: 505-288-1840** | [**jhilfers17@unm.edu**](mailto:jhilfers17@unm.edu) |
| **Reinstatement Eligibility**: Career-Competitive, USDA-FS | | |

**Professional Philosophy:**

I come to work with a positive, problem- solving mindset. I consistently aim at expanding my knowledge base and seek to learn from, and teach, others. I am personable, detail-minded, organized, flexible, intelligent, and a quick study.

**Qualifications:** DIVS(t), RXB2, TFLD, ICT4, ENGB, FIRB, FAL2, ATVO.

Associates of Arts (PPCC, Colo. Springs 2004)

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| ***Personal & Professional Strengths*** |

* **Team Player**- I strive to contribute to team success through tactical proficiency, excellent communication skills and effective partnerships.
* **Fast-Learner**- Having worked in diverse places, with diverse people, I am intelligent and have the ability to learn new tasks quickly and execute decisions in a timely and safe manner.
* **Communication Skills**- Whether written or oral, my communication skills prove to be articulate and concise.
* **Student of Fire-** I constantly endeavor to learn new things and usefully apply them to all aspects of life including fire management and leadership. I habitually teach peers and subordinates. I regularly lead-up and maintain myself with humble professionalism.

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| ***Professional Highlights*** |

**Field Operations Experience:**

* Most recent position was as an engine captain; supervisory fire engine operator. While the majority of my professional experience derives from fire management, I actively seek out additional opportunities in other functional areas. I’ve worked closely with archeologists and tribal members in the American Southwest to identify, preserve, and protect cultural heritage sites. Within the Forest Service I’ve collaborated with resource advisors, wildlife, fuels, hydrology, timber and range specialists to complete projects and ensure objectives were understood and met for all involved. I’ve mentored and trained subordinate employees and peers, and always emphasize safety as the ultimate priority.

**Leadership & Management:**

* Selected as cadre for 2017, 2020, and 2022 Region III Southwest Area Engine Academy. Assigned as a Type VI Engine Company Coach as well as a driving coach in 2017 and 2022. Assigned as an Engine Company Coach and a pumping coach in 2020. Facilitated and mentored students in the pumping and drafting practical, the dogleg, evasive maneuvers, figure 8, and practical skills events. Pump tested academy equipment. Evaluated students’ performance on the 4WD course and cross- country drive. Privileged to have had this opportunity to further develop and increase my leadership skills, while actively learning in a peer- based program. Graduated as a student in 2015.
* Attended the Leadership is Action Staff Ride in Gettysburg, Penn., facilitated by One Man National Asset (OMNA), in 2019. While still processing daily all that was learned from this great opportunity, I find it to be perhaps one of the most poignant leadership exercises of my career to date. I am constantly re-engaging and reevaluating topics revolving around human factors such as communication, cohesion, decision space and logistics. In response to a markedly profound experience, myself and several others are working at marketing a leadership group we are forming, called Stone Soup, at the operational level. Our most prominent goal is to develop our own local staff ride that we could deliver to the single resource level of future leaders. Our staff ride would highlight leadership actions and decisions based on the strife between the US Army and Apache leader Victorio. We have engaged with archeologists and local cooperators and partners, such as the BLM, Ft. Bayard Historic Site and the Silver City Museum. We are looking at developing additional supplemental leadership training and opportunities to all levels for fire and non- fire employees alike.
* One of 6 applicants accepted into the Region 6 Transformational Leadership Program (TLP). This program included a small budget to pursue operational experience, training and other interests promoting leadership development as well as a 360- degree assessment to help direct leadership objectives into the future. Initiated a formal mentoring arrangement. Additionally, I spent a week at the State Office/ Regional Office (SORO) shadowing the BLM regional director.
* Honored to have been selected for the Disaster Assistance Support Program that partners with USAID/ OFDA. This will be on on-going process to obtain security clearances and training for eventual active detailer status.

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| ***Summary of Positions Held/Work Experience*** |

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| **Dates** | **Position Title/Series/Grade** | **Organization, Location, Supervisor** |
| 03/2021-06/2021 | District Asst. Fire Management Officer  GS-0462-09  03/21-06/21  NTE 120 day detail | Gila NF, Wilderness RD  Aaron Jones, DFMO  505-490-3693  [aaron.l.jones@usda.gov](mailto:aaron.l.jones@usda.gov) |
| 01/2021- 02/2021 | District Asst. Fire Management Officer  GS-0462-09  Unofficial detail 01/03-01/30/21  Official NTE detail 01/31/21- 03/21 | Gila NF, Silver City, NM  Marcus Cornwell, DFMO  575-313-2512  [marcus.cornwell@usda.gov](mailto:marcus.cornwell@usda.gov) |
| 10/2020-01/2020 | Forest Fire Prevention and Mitigation  GS-0462-08  Unofficial, non-promotional, detail | Gila NF, Supervisors Office, NM  Jason Butler, FAFMO  575-519-2020  jason.butler@usda.gov |
| 05/ 2019- 03/2022 | Supervisory Fire Engine Operator  GS-0462-08 | Gila NF, Mimbres NM  Ramon Woods, DAFMO (retired)  575-313-1864  Contact: Marcus Cornwell, DFMO  [marcus.cornwell@usda.gov](mailto:marcus.cornwell@usda.gov) |
| 04/2017- 05/2019 | Supervisory Fire Engine Operator GS-0462-07/08 | Malheur NF, John Day OR Jeremy Cowie, DAFMO 406-241-2572 [jeremy.cowie@usda.gov](mailto:jeremy.cowie@usda.gov%20%20%20%20%20%20%20%20%20%20) |
| 02/2013- 04/2017 | Assistant Fire Engine Operator/EMT GS-0462-06 | Santa Fe NF, Jemez Springs, NM Todd Decker, SFEO 505-490-3475 [todd.decker@usda.gov](mailto:todd.decker@usda.gov)  Larry Chinana, SFEO (retired) contact: Todd Lerke, DAFMO 505-362-4761 [james.lerke@usda.gov](mailto:james.lerke@usda.gov) |
| 06/2015- 09/2015 | Fire Engine Operator GS-0462-07 (detail) | Humboldt- Toiyabe NF, LV, NV Josh Thalacker, SFEO 702-401-0255 [joshua.thalacker@usda.gov](mailto:joshua.thalacker@usda.gov) |
| 09/2012- 11/2012 | Assistant Fire Engine Operator/EMT GS-0462-06 (detail) | Santa Fe NF, Jemez Springs, NM Larry Chinana, SFEO (retired) contact: Todd Lerke, DAFMO 505-362-4761 [james.lerke@usda.gov](mailto:jtlerke@fs.fed.us) |
| 03/2011- 09/2012 | Senior Firefighter/EMT  GS-0462-05 | Santa Fe NF, Jemez Springs, NM Larry Chinana, SFEO (retired) contact: Todd Lerke, DAFMO 505-362-4761 [james.lerke@usda.gov](mailto:jtlerke@fs.fed.us) |
| 05/2010- 11/2010 | Senior Firefighter/EMT  GS-0462-05 (NTE 1039) | Pike NF, Lake George, CO Carolyn Zanotto, SFEO 541-620-4726 [carolyn.zanotto@usda.gov](mailto:carolyn.zanotto@usda.gov) |
| 01/2010- 04/2010 | Forestry Technician (Firefighter/EMT) GS-0462-04 (NTE 1039) | Sumter NF, Bradley, SC William Hammond, DAFMO 803-637-6724 [:william.hammond@usda.gov](mailto:william.hammond@usda.gov) |
| 04/2008- 10/2009 | Forestry Technician (Firefighter/EMT) GS-0462-04 (NTE 1039) | Pike NF, Lake George, CO Carolyn Zanotto, SFEO 541-620-4726 [carolyn.zanotto@usda.gov](mailto:carolyn.zanotto@usda.gov) |

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| 03/2011- 11/2015  03/2008-03/2011  04/2006-03/2008 | Volunteer Firefighter/NREMT  Volunteer Firefighter/ NREMT-IV  Captain/ Medical Officer | Jemez Springs Volunteer Fire Dept.  Manitou Springs Fire Dept., CO  Victor Volunteer Fire Dept., CO |

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| **District Assistant Fire Management Officer GS-0462- 09/03** | |
| Wilderness Ranger District, Mimbres, NM | USDA Forest Service, Gila NF | |
| **Supervisor**: Aaron Jones, DFMO | 505-490-3693 | [aaron.l.jones@usda.gov](mailto:aaron.l.jones@usda.gov) | |
| **Dates Employed**: 03/2021- 06/05/21 | **Tour of Duty**: NTE 120 day detail |
| ***You may contact this supervisor*** | |

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| ***Professional Experience*** |

**Duties and Responsibilities:**

* Responsible for providing the direct supervision, technical and administrative, to one Type 6 engine module and one 10- person, fire suppression module.
* Perform the functions of the district duty officer. Attend forest duty officer calls. Order, in- brief and provide daily direction to various types of fire suppression resources, including engines, fire suppression modules, wildfire use modules, and IHC crews. Cooperate with expanded dispatch to facilitate travel arrangements and personnel replacements.
* Communicated effectively with district ranger, resource staff and available resources to determine and execute priorities, often concurrently. Provided support to all district resource functions as needed.
* As Duty Officer, worked closely with multiple Type 3 TEAMS during the Johnson Fire. Provided personnel and logistical support. Attended planning meetings and conferred with incident commanders and other general staff.
* Familiar with the foundations of WFDSS. Attended a workshop in 2012 on the SNF.
* Went on two major pack trips. One to clear the trail to the Mogollon Baldy Lookout Tower and one to transport supplies to the tower. Rode 135 miles over the course of two weeks, provided care to multiple stock animals, led mules, built loads and packed animals. Provided planning and logistical support. Used primitive tools, including cross- cut saws.

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| **District Assistant Fire Management Officer GS-0462- 09/03** | |
| Silver City Ranger District, Silver City, NM | USDA Forest Service, Gila NF | |
| **Supervisor**: Marcus Cornwell, DFMO | 575-313-1864 | [marcus.cornwell@usda.gov](mailto:marcus.cornwell@usda.gov) | |
| **Dates Employed**: 01/2021- 03/2021 | **Tour of Duty**: NTE 120 day detail |
| ***You may contact this supervisor*** | |

**Duties and Responsibilities:**

* Responsible for providing the direct supervision, technical and administrative, of one Type 6 engine module and one Type 3 engine module. Assign and or/ track daily assignments as necessary.
* Act as district duty officer. Conduct briefings and meetings, collaborate and communicate with engine, IHC, fuels and prevention personnel, district and forest leadership, resource functional areas, dispatch and other district personnel as needed while demonstrating and operating under clear leaders’ intent.
* Assisted with seasonal hiring. Assisted new permanent seasonal hires with the new USA Staffing employment process.
* Responsible for arranging spring training and work capacity test schedules. Utilizing the passions and talents of fire personnel to produce safe, meaningful, COVID compliant trainings. Worked to ensure pre-season preparedness.
* Partner with Silver City Municipal Fire Department to provide two wildland fire refreshers. Communicating with other volunteer agencies to assess refresher needs.
* Coordinate with all district personnel in the identification of current and future training needs which will help provide for both individual and program growth and capacity. Support all employees in the pursuit of their professional goals.
* Attend duty officer calls and district meetings. Involved in the forest safety committee.
* Fulfill operational positions as needed including RXB2 and ENGB. Acted as RXB2 for the 1800 acre Sawmill RX.

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| **Forest Fire Prevention and Mitigation GS-0462- 08/04** | |
| Supervisors Office, Silver City, NM | USDA Forest Service, Gila NF | |
| **Supervisor**: Jason Butler, FAFMO | 575-313-1864 | [jason.butler@usda.gov](mailto:jason.butler@usda.gov) | |
| **Dates Employed**: 10/2020- 01/2021 | **Tour of Duty**: Unofficial Detail. Please contact Supervisor. |
| ***You may contact this supervisor*** | |

**Duties and Responsibilities:**

* Updated and amended the Gila NF Fire Prevention Plan.
* Wrote the forest sign and poster plan. Worked with district colleagues to compile a forest- wide sign and poster inventory. Created a Collector map to gather sign locations, maintenance needs and photographs. Created a forest- wide map in ArcGIS containing location data for signs and trap-lines.
* Attempted to track down Community Wildfire Protection Plan needs in two counties. Unfortunately, my time spent in this position did not offer the opportunity to engage in these projects.
* Attended duty officer, fire and aviation management group, FMO and Local Emergency Planning Committee meetings.
* Collaborated with local school districts to provide prevention materials through the school lunch program.
* Engaged with Silver City Museum to provide agency representation for a weekly, virtual storytime targeting school aged children.
* Cleaned and reorganized the forest prevention cache.

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| **Supervisory Fire Engine Operator GS-0462- 08/04** | |
| Wilderness Ranger District, Mimbres NM | USDA Forest Service, Gila NF | |
| **Supervisor**: Ramon Woods, DAFMO 505-362-4761 (retired)  contact: Marcus Cornwell , DFMO | 575-313-2512| [marcus.cornwell@usda.gov](mailto:marcus.cornwell@usda.gov) | |
| **Dates Employed**: 05/2019- Present | **Tour of Duty**: Permanent Full- Time, 40+ hrs/week PFT |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Competently performs as a first line supervisor, technically and administratively, as a Type VI engine captain. Plans and evaluates tasks assigned to subordinates and sets timelines. Resolves conflict as necessary and enacts minor disciplinary actions. Identifies training needs, mentors and advises subordinates. Responsible for conducting or assigning formal and on-the-job training to facilitate safe implementation of suppression, preparedness, prevention, monitoring, and hazardous fuels reduction missions. Makes initial evaluations of fire situations and determines appropriate suppression strategies as initial attack incident commander including those in a wildland urban interface. Delivers briefings and facilitates after action reviews. Acts as duty officer when necessary. Delegates appropriately and promotes a learning culture.
* Worked closely with resource advisors, fish biologists, and incident management teams, to facilitate the emergency evacuation of threatened and endangered aquatic species from the 2021 Johnson Fire. Made logistical arrangements to facilitate the use of pack stock and aviation resources to complete the mission.
* Wrote the narrative included in a Minimum Requirements Decision Guide (MRDG) application requesting and outlining the perceived need to use chainsaws in the Gila Wilderness. Educated on policies governing wilderness and cultural heritage. Participated in meetings with Agency Administrator and line officers to promote need and address multiple safety concerns.
* Completed initial Horsemanship training. Learned the basics of saddling, packing, and riding. Had the opportunity to put these skills to use while monitoring fires in the Aldo Leopold wilderness and doing various tasks in the Gila Wilderness.
* Participated in the Women in Fire program in 2019 and 2021, on the Gila NF, as a unit instructor and field day mentor. Filled in for one assignment on the Cibola Women in Fire crew, enabling status as a type II IA crew in 2019. Acted as a mentor to young firefighters and led field/ OJT trainings.
* Performed as a forest SME (subject matter expert) by evaluating and documenting resumes for seasonal/ temp hiring.
* Participated in the Region 3 COVID focus group. Strove to stay informed and up- to -date on policy, best management practices, and lessons learned locally, regionally and nationally.

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| **Supervisory Fire Engine Operator GS-0462-07/08** | |
| Blue Mountain Ranger District, John Day, OR | USDA Forest Service, Malheur NF | |
| **Supervisor**: Jeremy Cowie, DAFMO | 406-241-2572 | [jeremy.cowie@usda.gov](file:///C:\Users\jlhilfers\Documents\John%20Day%20to%20Gila\Documents\2018\Application%20packet%20Fall%202018\jeremy.cowie@usda.gov) | |
| **Dates Employed**: 04/2017- 05/2019 | **Tour of Duty**: Permanent Full- Time, 40+ hrs/week PFT |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Acted as a district Duty Officer. Conducted morning briefings, maintained communications with dispatch, assigned individuals to modules, and communicated leader’s intent in work assignments.
* Completed TFLD Position Task Book. Experience included two 14- day assignments in a national planning level of 5. Managed up to 3 Heavy Equipment Bosses, plus a trainee, with 19 associated pieces of logging equipment, a Felling Boss with 3 felling modules, 2 engines and a drone. Competently managed other various configurations of single resource bosses, crews, engines, and equipment. Received excellent performance evaluations from trainers and Division Supervisors.
* Initiated RXB2 task book. Attended a 20-day session at The Interagency Prescribed Fire Training Center. Functioned as RXB2(t) on the Etoniah Creek State Forest, the Osceola NF, and the Apalachicola Bluffs and Ravines Preserve (The Nature Conservancy) in Florida for a total of 4,327 acres in Palmetto/Flatwoods and Long Leaf Pine/Wiregrass stands. Additionally filled the role of FIRB. Attended field sessions at The Joseph W. Jones Ecological Research Center and Apalachicola NF to learn about local management strategies.
* Tasked to hire 13 seasonal employees and upgrade returning employees as a Subject Matter Expert at the Region 6 Centralized Temporary Employee Hiring event. Evaluated resumes, verified references, communicated with applicants, collaborated with hiring managers, completed documentation, and offered tentative seasonal employment. Acted as initial Supervisor for all new- hires. Assisted new employees with various issues including human resource and paperwork related problems, training, and housing.
* Course coordinator and lead instructor for S-290 (Intermediate Fire Behavior) and Fire Refreshers. Unit instructor for L280 (Followership to Leadership) and field unit instructor for 130/190. Acts as a Position Task Book “trainer” for qualifications such as ICT4, ICT5, ENGB, FIRB, and FFT1.
* Facilitated logistical needs associated with the Total Solar Eclipse and reinforced positive public contact. Participated in landscape rehabilitation in response to 15,000 visitors during the Rainbow Family of Living Light Gathering.
* Completed all Supervisory Trainings including Aglearn and Master Agreement trainings. Proficient with computer software and tablet applications, including, but not limited to, Word, Excel, PowerPoint, Avenza, EAuth; Paycheck8, ETS2 (travel), eTracker, and eMedical. Directed others in the use of these tools. Knowledgeable in the responsibilities pertaining to on/off-boarding, housing, performance evaluations, and the creation and maintenance of a successful module. Educated and assisted subordinates in the creation of Individual Development Plans, resumes and career goals.

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| **Assistant Fire Engine Operator | GS-0462-06** | |
| Jemez Ranger District, Jemez Springs, NM | USDA Forest Service, Santa Fe NF | |
| **Supervisor**: 2014-2017 | Todd Decker, SFEO | 505-490-3475 | [todd.decker@usda.gov](mailto:todd.decker@usda.gov)  **Supervisor**: 2013 | Larry Chinana (ret) contact: Todd Lerke, DAFMO | 505-362-4761| [james.lerke@usda.gov](mailto:james.lerke@usda.gov) | |
| **Dates Employed**: 02/2013- 04/2017 | **Tour of Duty**: Permanent Seasonal, 40+ hrs/week 18/8PP |
| ***You may contact these supervisors*** | |

**Duties & Responsibilities**:

* Provided daily leadership to engine and squad modules, and in the absence of a captain, supervised to up to 8 employees. Provided oversight for the safety and well- being of the crew. Responsible for the maintenance of fleet vehicles and specialized firefighting equipment. Was responsible for timely decisions in fire suppression, ensured project priorities and timelines we met, delivered crew briefings, and conducted tailgate safety meetings.
* Determined and/or recommended the most applicable suppression method based on initial evaluation of the fire situation and potential hazards to personnel, property and infrastructure. Implemented strategies of direct and indirect suppression, point protection, confine/contain and monitoring, often concurrently on the same incident. Determined line location and unit boundaries, resource and logistical needs. Provided accurate data and documentation.
* Responsible for the broadcast burn preparation of the Paliza Rx Project, the largest project funded by the Southwest Jemez Landscape Restoration Project (SWJLRP). At 14,300 acres it was one of the largest prescribed burns in the nation planned for 2014 and encompassed land owned by the Pueblo of Jemez with the Wyden agreement. Supervised up to 40 personnel, including veteran crews and 3 inmate work crews daily. Ensured the safety of all resources during felling and thinning operations, line construction, chipper and ATV/ UTV use. Worked closely with archeologists and biologists to protect culturally sensitive areas and TES. Timely work proved invaluable to the success of the Pino Fire, a 4,300 acre “managed” wildfire, encompassed in the project boundary that was later named “Incident of the Year” by the Southwest Fire Consortium.
* Completed training to earn ICT4, FIRB, RXB3, ATVO and HELR qualifications. Received Forest Protection Officer filed clearance and opened Wildland Fire Investigator PTB. Certified National Registry EMT- Basic from 2006- 2015. Maintained ATV, UTV, Snowmobile and trailer endorsements.
* Volunteered as A/D coordinator for the Jemez Eagles Southwest Firefighter (SWFF) program. Responsible for applicant outreach, procuring equipment and supplies, providing formal and informal training and daily mentorship of tribal firefighters.
* Worked closely with archeologists and other resource specialists to ensure protection of cultural heritage sites and other resource concerns. Aided in the construction of a 220 acre New Mexico Meadow Jumping Mouse restoration project fence.
* Gathered information on weather data, topography, fuel types and ventilation categories to make sound smoke management decisions. Documented on site weather, smoke and fire behavior observations.
* Managed the JHA database, reviewed pertinence annually and obtained all required signatures.
* Logistically organized all aspects of critical fire training. Scheduled instructors and secured facilities for RT-130, WCT, RT-212, chainsaw recertification, ATV/UTV refreshers, and 1rst Aid/ CPR classes (Healthcare Provider and Heartsaver level) for the district. Lead instructor for S- 130/190, I-100, L-180, NIMS 700 and multiple fire refreshers. Unit instructor for S-130/190, S-234/219, S-212 and blood borne pathogens. Field and unit instructor for the Women in Fire Bootcamp hosted by the Cibola NF. Evaluated training assignments for ENGB, FIRB, RXB3, ICT5, and FFT1.
* Collaborated with peers to provide quality, safe training to a Veterans Fire Corp team in chainsaw and prescribed fire operations.
* Worked closely with the Nature Conservancy international TREX crew supporting pile burn operations and providing experience to international firefighters.
* Supervised, and assigned tasks to, three inmate crews in such projects as the Los Griegos fuel break, the Thompson Ridge machine line thinning unit, the Jemez Falls chipping project, at the RAWS station canopy reduction and the Paliza project.
* Reviewed and qualified applications for seasonal positions. Conducted phone interviews with candidates, and completed reference checks. Made appropriate recommendations.

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| **Fire Engine Operator | GS-0462-07** | |
| D5 Mountain Springs Station, Las Vegas, NV | USDA Forest Service, Humboldt- Toiyabe NF | |
| **Supervisor**: Josh Thalacker, SFEO | 702-401-0255 | [joshua.thalacker@usda.gov](file:///C:\Users\jlhilfers\Documents\John%20Day%20to%20Gila\Documents\2018\Application%20packet%20Fall%202018\joshua.thalacker@usda.gov) | |
| **Dates Employed**: 06/2015- 09/2015 | **Tour of Duty**: NTE 120 day Detail, 40+ hrs/week |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Served as Fire Engine Operator/ Engineer on a Type IV wildland fire engine. Personally ensured proper operation, positioning, and readiness of assigned fire apparatus. Performed, or directed others, in appropriate procedures regarding start-up, pump operations, hose lays, valves and appliance use. Demonstrated sound technical proficiency in effective water and additive use. Made timely decisions and emergency repairs as necessary. Obtained Class B CDL permit.
* In the absence of a captain, provided administrative and technical supervision to a group of employees performing work at the GS-04 to GS-06 level. Assigned work to subordinates based on priorities, capabilities, and needed development.
* Implemented, and participated in, both formal and informal training opportunities. Acted as Unit instructor for S-211 class. Shared experience and expertise regarding pumps, water handling and hydraulics. Mentored and evaluated sawyers in reception of A Faller certification. Engaged in crew drills, proficiency checks, fire critiques and safety sessions. Provided oversight as trainer for single resource specific Position Task Books and made appropriate recommendations.
* Assisted with fire Prevention and public education programs, including Emergency Services Days at summer camps and state parks, as well as Fire Safety presentations at local elementary schools. Provided information and education to forest visitors.

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| **Assistant Fire Engine Operator | GS-0462-06** | |
| Jemez Ranger District, Jemez Springs, NM | USDA Forest Service, Santa Fe NF | |
| **Supervisor** Larry Chinana, (ret) contact: Todd Lerke, DAFMO | 505-362-4761| [james.lerke@usda.gov](file:///C:\Users\jlhilfers\Documents\John%20Day%20to%20Gila\Documents\2018\Application%20packet%20Fall%202018\james.lerke@usda.gov) | |
| **Dates Employed**: 09/2012- 11/2012 | **Tour of Duty**: NTE 120 day Detail, 40+ hrs/week |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Fulfilled all necessary requirements to earn ENGB qualification.
* Trained as FIRB on a first-entry, University of Arizona research unit and contributed to the organizational goals needed to complete a 7,500 acre aerial broadcast burn efficiently and safely. Worked closely with adjoining resources including other firing teams, overhead, archeologists, and researchers with the Missoula Fire Lab. Supervised teams successfully in other functions including holding and mop up. Reconfigured as necessary to achieve district objectives.
* Worked on multiple prescribed fires with the Nature Conservancy TREX crew comprised of wildland fire leaders from, such countries, as Argentina and Spain. Acted as FIRB(t) while working closely with translators to facilitate communication amongst firing modules and holding resources while developing tactics to meet objectives.

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| **Senior Firefighter (ENSRFF)| GS-0462-05** | |
| Jemez Ranger District, Jemez Springs, NM | USDA Forest Service, Santa Fe NF | |
| **Supervisor**: Larry Chinana, (ret) contact: Todd Lerke, DAFMO | 505-362-4761| [james.lerke@usda.gov](file:///C:\Users\jlhilfers\Documents\John%20Day%20to%20Gila\Documents\2018\Application%20packet%20Fall%202018\james.lerke@usda.gov) | |
| **Dates Employed**: 03/2011-09/2012 | **Tour of Duty**: Permanent Seasonal, 40+ hrs/week 13/13PP |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Directed, and provided leadership to, various types of modules including those of crew, engine and secondary fire personnel. Collaborated with a multitude of agencies including other federal resources, police departments, hazmat teams, bomb squads, ambulance companies and search and rescue teams.
* Responded to medical calls as lead NREMT-B prior to, or in conjunction with, county resources as necessary to ensure the life safety priorities of the forest and its visitors. Responsible for the construction of rapid trauma kits, and retained responsibility for the upkeep of all medical needs.
* Cooperated closely with archeologists to preserve important cultural heritage sites by using pre-fire mitigation techniques, point protection during suppression activities, and post-fire rehabilitation. Participated with other functions such as recreation, timber, facilities, and wildlife to complete district projects.
* Assigned to organize and file district IQCS records.
* Maintained crew equipment and supply needs. Familiar with procurement and requisition policies and procedures. Assisted with fire replacement and kept accurate inventories of engines and cache facilities.
* Competently used, and directed others in administrative tools.

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| **Senior Firefighter (ENSRFF)| GS-0462-05** | |
| South Park Ranger District, Lake George, CO | USDA Forest Service, Pike NF | |
| **Supervisor**: Carolyn Zanotto, SFEO | 541-620-4726 | [carolyn.zanotto@usda.gov](file:///C:\Users\jlhilfers\Documents\John%20Day%20to%20Gila\Documents\2018\Application%20packet%20Fall%202018\carolyn.zanotto@usda.gov) | |
| **Dates Employed**: 05/2010- 11/2010 | **Tour of Duty**: Temporary Seasonal 1039, 40+ hrs/week |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Performed the in the capacity of squad boss for a crew up to five in daily duties, physical training, fire suppression and prescription burn preparation, often in the absence of a supervisor. Demonstrated the ability to lead, direct, teach and delegate to firefighters of various skill levels. Led on-the-job training exercises. Proven to be a good leader and a good follower.
* Proficient in the role of ICT5. Maintained situational awareness, abided by, or mitigated the 10 and 18, and followed various guidelines such as the downhill line construction checklist, the 30 mile abatement and the incident complexity analysis.
* Experienced at leading fuel mitigation projects as FALB, including felling, brushing, piling, and mentoring young sawyers.
* Acted in the capacity of lead lighter on multiple broadcast and pile burns. Skilled in ignition patterns. Understood objectives and limitations of the burn plan and smoke management.
* Inventoried and maintained the primary fire cache and saw cache.
* Involved in all activities associated with the district prevention plan.
* Assisted with the construction, maintenance, and tear down of portable and permanent RAWS stations. Accurately collected and calculated fuel samples. Proficiently used belt weather kits and requested spot weather forecasts. Understood the implications of weather on fire behavior.

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| **Forestry Technician (Firefighter)| GS-0462-04** | |
| Long Cane Ranger District, Bradley, SC | USDA Forest Service, Sumter NF | |
| **Supervisor**: William Hammond, DAFMO | 803-637-6724 | [william.hammond@usda.gov](file:///C:\Users\jlhilfers\Documents\John%20Day%20to%20Gila\Documents\2018\Application%20packet%20Fall%202018\william.hammond@usda.gov) | |
| **Dates Employed**: 01/2010- 04/2010 | **Tour of Duty**: Temporary Seasonal 1039, 40+ hrs/week |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Contributed to forest objectives, as a prescribed fire crewmember, in an active program that treated over 20,000 acres. Involved in preparation, implementation, and patrol of all units. Involved with both holding and firing, often simultaneously, while working with limited resources compiled mostly of district militia.
* Worked closely with heavy equipment in the creation of fire line on a daily basis. Educated in the capabilities and limitations of both machine and operator. Made decisions about line locations, flagged lines and guided operator as necessary.
* Communicated with, and directed, helicopters during aerial ignitions and engaged in long line training.
* Further developed skills directly related to chainsaw use. Earned FALB certification without restriction. Proficient with standard felling procedures and learned the boring back cut.
* Received UTV and trailer driving endorsements and utilized those tools daily.

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| **Forestry Technician (Firefighter | GS-0462-07** | |
| South Park Ranger District, Lake George, CO | USDA Forest Service, Pike NF | |
| **Supervisor**: Carolyn Zanotto | 541-620-4726 | [carolyn.zanotto@usda.gov](file:///C:\Users\jlhilfers\Documents\John%20Day%20to%20Gila\Documents\2018\Application%20packet%20Fall%202018\carolyn.zanotto@usda.gov) | |
| **Dates Employed**: 04/2008- 10/2009 | **Tour of Duty**: Temporary Seasonal 1039, 40+ hrs/week |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Trained and competent in fire engine operations including various types of hose deployments and configurations used in different fuel types and models. Experienced with an array of pumps used in operations including portable pumps, float-a-pumps, and those used on different engines.
* Skilled with hand tools, drip torches, fusees, and chainsaws used in line construction, firing operations, and mop up during suppression, prescription and project operations.
* Was available for all off district assignments and on district missions, including those on crew, engine, or helicopter. Helped other district personnel as needed.
* Performed duties under stressful operating conditions, such as long work hours, heavy workloads, emergency situations, adverse working and environmental conditions. Excellent physical fitness.
* Maintained all specialized equipment in a fire ready condition. Performed emergency repairs as necessary and displayed the ability to solve problems and troubleshoot.

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| **Volunteer Firefighter/ NREMT-IV** |
| Jemez Springs Volunteer Fire Department | Jemez Springs, NM | 03/2011- 11/2016 |
| **Supervisor**: Peter Dudley, Fire Chief | 505-220-7205  Manitou Springs Fire Department | Manitou Springs, CO | 03/2008- 03/ 2011  **Supervisor**: Randy Perkins, Duty Captain | 719-685-1444  Victor Volunteer Fire Department | Victor, CO | 04/2006- 03/2008  **Supervisor**: Chivas Groves, Current Fire Chief | 719-286-2886 |
| ***You may contact these supervisors*** |

**Duties & Responsibilities**:

* Proficient with first-on scene incident commander roles in a variety of emergency situations outside of wildland fire, including medical calls, structure fires, vehicle fires, still alarms, traffic collisions, search and rescue, and public assist needs.
* Acted as First Captain for both Jemez Springs VFD and Victor VFD. Responsible for up to eight volunteers in environmentally difficult situations.
* Designated Medical Officer for Victor VFD. Responsible for inventories, tracking and upkeep of all medical supplies and equipment.
* Unit instructor for various classroom trainings in Manitou including those for Structure Firefighter 1, and Probationary Academy. Facilitator of physical training evolutions for all departments involving medical, wildland fire and structure fire.
* Participated actively with all departments in fire prevention and education.

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| **Archeological Technician | GS-0462-07** | |
| Salida Ranger District, Salida, CO | USDA Forest Service, San Isabel NF | |
| ASC HR- 1-877-372-7248 | |
| **Dates Employed**: 05/ 2004- 08-2004 | **Tour of Duty**: Temporary Seasonal 1039 |
| ***You may contact this supervisor*** | |

**Duties & Responsibilities**:

* Conducted on- the – ground archeological survey for evidence of prehistoric and historic archeological remains.
* Documented isolated finds and archeological sites. Recorded descriptions, inventories and attribute data such as soil types, colors and associated vegetation.
* Identified and inventoried cultural remains such as artifacts and ecofacts.
* Used a GPS and paper map to record site information.
* Supported the heritage department and participated in safety reviews.

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| ***Summary of Instructor Experience*** |

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| **Class** | **Position** | **Location, Year** |
| S290  Intermediate Wildland Fire Behavior | Course Coordinator, Lead Instructor | John Day, OR 2018 |
| Region 3 SW Area Engine Academy  (SWEA) | Company/ Driving Unit Coach  Company Coach/ Pumping Unit Coach | Glendale, AZ 2017  Gilbert, AZ 2020 |
| S234/ 219 (blended)  Ignition Operations | Unit Instructor | Santa Fe, NM 2015 |
| S212  Wildland Fire Chainsaws | Unit Instructor | Jemez Springs, NM 2016 |
| S211  Portable Pumps and Water Use | Unit Instructor | Las Vegas, NV 2015 |
| S130/190  Basic Firefighting and Wildfire Behavior  Including L180, I100, NIMS 700 | Field Unit Instructor  Course Coordinator, Lead Instructor  Field Unit Instructor (WIF)  Unit Instructor  Field Unit Instructor (WIF)  Unit/ Field Instructor | John Day, OR 2018  Jemez Springs, NM 2016  Albuquerque, NM 2015  Jemez Pueblo, NM 2013  Black Range RD, NM 2019  Glenwood RD, NM 2021 |
| RT130  Wildland Fire Refresher | Lead Instructor x3  Lead Instructor  Lead Instructor x2  Lead Instructor | John Day, OR 2017  Jemez Springs, NM 2015  Jemez Springs, NM 2014  Jemez Springs, NM 2013 |
| Blood Borne Pathogens | Instructor | Jemez Springs, NM 2016 |

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| ***Completed Training*** | | | | | |
| **ID** | **Title** | **Date** | **ID** | **Title** | **Date** |
| I-100 | Introduction to ICS | 06/2006 | S-271 | Helicopter Crewmember | 04/2009 |
| I-200 | Basic ICS for Single Resources | 10/2012 |  |  |  |
| I-300 | Intermediate ICS | 11/2013 | S-330 | Task Force/ Strike Team Leader | 03/2014 |
| IS-100 | Intro to ICS | 02/2007 | S-336 | Tactical Decision Making | 04/2013 |
| IS-200 | Single Resource and IA Incidents | 02/2007 | S-390 | Intro to Wildland Fire Behavior Calculations | 03/2014 |
| IS-700 | NIMS, An Introduction | 08/2006 | A-110 | Transport of Hazardous Materials | 02/2010 |
| L-180 | Human Factors on the Fireline | 06/2006 | A-219 | Transport of External Loads | 04/2009 |
| L-280 | Followership to Leadership | 01/2011 | FI-110 | Fire Observations and Scene Protection | 03/2016 |
| L-380 | Fireline Leadership | 02/2013 | FI-210 | Fire Origin and Cause Determination | 03/2016 |
| RT-300F | Prescribed Fire Burn Boss Refresher | 05/2016 | M-410 | Facilitative Instructor | 01/2014 |
| S130/190 | Basic Firefighting and Wildfire Behavior | 06/2006 |  | UTV Operator Course | 01/2010 |
| S-131 | Advanced Firefighter Type1 | 06/2007 |  | ATV Riders Course | 08/2009 |
| S-133 | Look Up, Look Down, Look Around | 07/2008 |  | CEVO3 Fire and Ambulance | 03/2012 |
| S-134 | LCES | 06/2009 |  | Campbell Prediction System | 10/2012 |
| S-200 | IA IC Type 4 | 01/2012 |  | Campbell Prediction System (Train the trainer) | 10/2012 |
| S-211 | Portable Pumps and Water Use | 01/2007 |  | Forest Protection Officer | 05/2015 |
| S-212 | Wildland Fire Chainsaws | 05/2008 |  | GENGAC Southwest Area Engine Academy | 02/2015 |
| S-215 | Fire Operations in the WUI | 01/2011 |  | Incident Within an Incident | 02/2016 |
| S-230 | Crew Boss | 02/2011 | RX-310 | Intro. To Fire Effects | 03/2015 |
| S-231 | Engine Boss | 02/2011 | RX-301 | Prescribed Fire Implementation | 03/2019 |
| S-234 | Ignition Operations | 02/2009 | RX-341 | Prescribed Fire Burn Plan Prep | 03/2019 |
| S-260 | Incident Business Management | 10/2008 | S-339 | Division/ Group Supervisor | 11/2019 |
| S-270 | Basic Air Operations | 04/2009 | ICS- 400 | Advanced Incident Command Sys. | 11/2019 |
| S-300 | Extended Attack IC | 01/2021 |  |  |  |

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| ***References*** |

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| Bea Day, Fire Operations, Incident Commander, NIMO  Mentor/ Professional | (505) 967-8835 Cell  [barbara.day@usda.gov](mailto:barbara.day@usda.gov) |
| William King, PSICC Fire Staff Officer  Professional | (505) 908-1266 Cell  [william.king@usda.gov](mailto:william.king@usda.gov) |
| Adam Wing, Supervisory Fire Engine Operator, Wallowa- Whitman NF  Professional- Final Evaluator for TFLD | (541) 263-0858 Cell  [adam.wing@usda.gov](mailto:adam.wing@usda.gov) |
| Connie Constan, West Zone Archeologist, Custer Gallatin NF  Professional/ Non- fire | (505) 452-6595 Cell  connie.constan@usda.gov |