



PECHANGA BAND OF INDIANS

Pechanga Indian Reservation

Post Office Box 1477 • Temecula, CA 92593
Telephone (951) 770-6000 Fax (951) 695-1778

Tribal Chairman:
Mark Macarro

Council Members:
Raymond J. Basquez, Jr.
Catalina R. Chacon
Marc Luker
Robert "R.J." Munoa
Joseph Murphy
Michael A. Vasquez

JOB DESCRIPTION

POSITION: Fuels Management Crew
STATUS: Non-Exempt
CLASSIFICATION: Full Time
DEPARTMENT: Pechanga Fire Department
REPORTS TO: Fuels Management Crew Boss
POSITION CATEGORY: A
RATE OF PAY:

Tribal Secretary:
Louise Burke

Tribal Treasurer:
Amy Minniear

SUMMARY:

The fuels crew are members of a fuels management team that are responsible for clearing hazardous fuels on the Pechanga Reservation and properties. The fuels crew employee works under the close supervision of a crew boss and assistant crew boss to perform the full range of duties that are necessary to accomplish the goals of the program.

ESSENTIAL FUNCTIONS, DUTIES AND RESPONSIBILITIES:

- Clears fuels to the state standard of 100 feet
- Performs vegetative clearances around homes, road system, fuel break, tribal buildings and structures, off site properties, power poles and hydrants, and sensitive cultural areas and landscapes
- Operates a wood chipper
- May perform pile burning or controlled burns on occasion
- Inspects, maintains, and repairs tools and equipment while following all mandated safety protocols
- Exercises good judgment in hazardous environments
- Analyzes situations accurately and take effective and appropriate action
- Performs minor construction work
- Operates department motor vehicles for the needs of the program
- Must adhere to all policies and procedures of the Pechanga Tribal Government

The list of duties and responsibilities above is not an exhaustive list. In addition to the duties and responsibilities listed above, the employee will be required to perform other job-related duties, as assigned, that are consistent with the employee's job position and qualifications.

QUALIFICATIONS, EDUCATION & EXPERIENCE:

- High School diploma or CHSPE Certificate required
- Must possess a valid driver's license
- Must be eighteen (18) years of age at time of application
- Must have experience using hand tools, small power tools, and small equipment, or landscape equipment
- Previous experience working on a fuels or hand crew, construction crew, or as a landscaper is preferred

Hiring Preference: The Pechanga Tribal Government is an equal opportunity employer. Consistent with federal law, the Pechanga Band of Indians applies Indian preference in employment. It is the policy of the Pechanga Tribal Government to give preference in hiring, promotions, and transfers into vacant positions to qualified applicants in the following order: 1) Pechanga Tribal Members; 2) Pechanga Tribal Member Spouses; 3) non-member American Indians. **At-Will Employment:** Employment with the Pechanga Tribal Government is at-will and can be terminated with or without cause, and with or without notice, at any time, either at the option of the employee or the Pechanga Tribal Government. **Drug Testing:** The Pechanga Tribal Government is a drug-free workplace. All employees are subject to drug testing. **Background Investigation:** All candidates and employees may be subject to a background investigation.

- Completion of wildland classes S-110, S-130, and S-190 is preferred
- Must be available to work 5 days per week (Mon. - Fri.) 7:00 am to 4:00 pm
- Must pass a 12 month evaluation period
- Must pass an application review and panel interview
- Must pass a pre-employment physical
- May be required to pass an annual physical
- This position must comply with the Pechanga Tribal Government's Drug-Free Workplace Policy, this includes: pre-employment testing, post-accident or injury, and random testing
- Must successfully pass a pre-employment background investigation

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to use hand tools
- Ability to use chain saws
- Ability to use weed eaters
- Ability to use brush hog mowers
- Ability to use a brush chipper
- Ability to work in extreme heat and weather conditions
- Ability to perform physical tasks to include walking, hiking, climbing, jumping, twisting and bending
- Ability to meet the public with courtesy and tact
- Ability to understand, communicate, and carry out oral instructions

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing this job the duties involve fieldwork requiring physical performance calling for above-average ability and endurance, and the demand for extraordinarily strenuous activities for extended periods of time. The employee is frequently required to walk and stand using both feet on level to uneven ground, sit, talk or hear. The employee is required to use hands to finger, handle, feel or operate objects, including power tools and equipment; reach with both hands and arms; have the physical strength and ability to do heavy physical work. The employee is regularly required to jump, twist, and bend at the waist; balance, stand on ladders; stoop, kneel, crouch or crawl. The job duties will also require hiking rugged terrain, including uneven grounds and steep terrain.

The employee must occasionally lift and/or move up to 25-50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. . The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing the duties of this job, the employee regularly works near moving mechanical parts and operates power tools and power equipment. The employee regularly works in outside weather conditions and is often exposed to extreme hot, cold, wet and/or humid conditions, fumes, toxic or

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caustic chemicals. The noise level in the work environment is moderate to very loud depending on the equipment being used. In this work environment the employee will regularly be exposed to multiple forms of plants including poison oak, dirt/dust and environmental life, and will be exposed to bees and snakes.

Employee's acknowledgement: I acknowledge by my signature below, that the duties listed on this job description represent those tasks falling within my immediate responsibility. I understand that the Pechanga Tribal Council has the right to change this job description at any time with or without prior notice. I further understand and agree that my employment relationship with the Pechanga Tribal Government is a consensual commercial relationship taking place on tribal land within the Pechanga Indian Reservation and, as such, is subject to the jurisdiction and sovereign laws of the Pechanga Band of Indians.

Signature of Employee

Date

Print name of employee

Signature of Employee's Manager

Date

Print name of employee's manager

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