



**The Klamath Tribes**  
501 Chiloquin Blvd/P.O. Box 436  
Chiloquin, Oregon 97624

Phone: (541) 783-2219  
HR Fax: (541) 783-2836

OPEN: 05/08/25  
CLOSE: Open  
Until Filled

EXEMPT  X   
NON-EXEMPT    

**POSITION DESCRIPTION**

**POSITION:** ENGINE CAPTAIN

**RESPONSIBLE TO:** Deputy Wildland Fire Program Manager

**SALARY:** Step Range: 35-45; Annual/Full Benefits  
Salary Range: \$77,848 - \$104,622  
Hourly Range: \$37.43 - \$50.30  
Hazard Pay: additional 25% of base pay when applicable

**CLASSIFICATION:** Management, Regular, Full-Time

**LOCATION:** The Klamath Tribes  
Natural Resources Department  
501 Chiloquin Blvd.  
Chiloquin, OR 97624

**BACKGROUND:** N/A

**POSITION OBJECTIVES**

This position is established within the Klamath Tribes Wildland Fire Program to serve as a first line supervisor on a High Complexity Fire Engine Module. The primary purpose of this position is to perform wildland firefighting work and to supervise crews performing such work. These crews perform work directly related to wildland fire suppression and control activities including suppression, preparedness, prevention, monitoring, cultural burning, and hazardous fuels reduction. May also perform duties in other fuels related or ecosystem restoration projects.

This position is to provide a highly skilled, organized engine crew capable of controlling wildland fires and other all-hazard incidents associated with wildland urban interface/intermix situations. The work affects the protection of valuable natural resources, government facilities, life and private property from destruction by natural or person caused incidents. The nature of the work places personnel and equipment in hazardous situations. Decisions and actions by the

incumbent are critical. Extended loss is directly related to effectiveness of actions taken. The ultimate goal of this position is to effectively manage people and resources to accomplish jobs in fire suppression, fire prevention, fuels management, and miscellaneous other projects. These duties are performed at job sites and are critical to the success or failure of a project.

The position is located in areas with the added complexities of wildland-urban interface, including proximity of high-value improvements, and regular and recurring all-hazard incidents and frequent interagency jurisdictional issues and coordination requirements. The incumbent is responsible for providing leadership of the module crew, both during fire suppression and on cultural burns, prescribed burns or other fuels related or ecosystem restoration projects.

This is an arduous position. Incumbent is subject to medical screening and must meet the Federal Wildland Firefighter Medical Qualification Standards for arduous duty wildland firefighting.

## **MAJOR DUTIES AND RESPONSIBILITIES**

### **Supervisory**

1. Supervises a group of employees performing work at the GS-04/05 level. Provides administrative and technical supervision necessary for accomplishing the work of the unit.
2. Provides for crew safety and welfare and implements a training program in compliance with applicable requirements. Develops and implements a comprehensive physical training program to enhance the ability of crewmembers to perform the required arduous firefighting duties.
3. Plans the work to be accomplished by the unit, assigns work to employees, and establishes production or quality standards for the unit's work. Establishes and communicates guidelines and performance requirements to employees; conducts formal performance reviews; and identifies and provides for the developmental and training needs of employees. Hears and resolves employee complaints, effects minor disciplinary measures, and recommends action in more serious cases. Performs administrative and human resources management functions for the unit; provides advice, counsel or instruction on both administrative and work matters; and assures full compliance with safety regulations.

### **Engine Operator Work/Suppression Work**

4. Responsible for the day-to-day operation of the fire engine module, prepares schedules and work plans, and sets work priorities. Supervises operation of fire engine module in responding to wildland fires. Directs the engine to fire locations and positions engine in appropriate locations in consideration of safety of crew and equipment. Evaluates on scene conditions, makes tactical decisions, and determines appropriate responses. Makes initial

evaluation of fire situation, determines suppression method to use including hose lays, deployment of crew, point of initial attack, type of tools to use, and application of water, and hand line location and standards. Keeps dispatcher or superior informed and requests additional assistance as necessary. Maintains records and prepares reports on crew hours and movement and history of action taken on fires. Determines probable causes of fire and preserves evidence of human-caused fires.

5. Serves as initial attack Incident Commander on wildland fires, and wildland urban interface/intermix situations occurring on the unit. Identifies and analyzes tactics and strategies employed on these incidents, and revises and/or develops approaches in view of specific incident conditions. May be assigned regardless of geographic location to other fireline supervisory positions such as Operations Section Chief, Division/Group Supervisor, Strike Team/Task Force Leader or as qualified.
6. Responsible for adhering to interagency wildland fire requirements including the Incident Command System, fire suppression principles and procedures, fire line construction, hose lay evolutions, maintenance and training in the use of appropriate personal protection equipment, and local and state laws.

#### **Non-suppression Work**

7. Responds to a wide variety of incidents in the geographic area of responsibility as well as major hazard responses nationally. In addition to fire suppression and prescribed burn responsibilities, these positions respond to such incidents as: search and rescue incidents, victim recoveries, automobile accidents, hazardous materials incidents, and other responses based on reciprocal agreements with locals and mutual aid responses with others. If first on scene, may be responsible for providing medical assistance.
8. Ensures the maintenance of crew fleet equipment by coordinating repairs and scheduling maintenance with approved maintenance facilities. Secures temporary replacement of vehicles as needed. Fleet equipment may include crew carrying vehicles, fire engines, pickups, and stake side trucks. Maintains vehicles to a specified degree of fire readiness and appearance.
9. Directs project work in support of ecosystem management such as cultural burning, prescribed fire, development of burn plans, fuels inventory, pre attack planning, brush disposal, back logged fuels preparation and disposal, and National Environmental Protection Act documentation and analysis. This may involve conducting analysis and identifying alternatives in developing fuels management projects; preparing project work plans to ensure economical operations; collecting data and calculating probabilities of fire risks and hazards. Supervises a crew in performing a variety of work in building and grounds maintenance (such as cleaning and repairing recreation facilities, buildings and roads); and

in technical forestry (such as thinning or pruning timber stands, planting trees and piling debris).

10. Like all employees of the Klamath Tribes, the incumbent will be called upon to accomplish other tasks that may not be directly related to this position, but are integral to the Klamath Tribes' broader functions, including but not limited to, assisting during Tribal sponsored cultural, traditional, or community events that enable the successful operation of programs and practices of The Klamath Tribes as aligned with The Klamath Tribes' Mission Statement. Some of these tasks may be scheduled outside of regular work hours, if necessary.

### **SUPERVISORY CONTROLS**

This position is under the direct supervision of the Deputy Wildland Fire Program Manager. The supervisor provides direction on the priorities, objectives, and/or deadline for types of work previously performed by the unit and therefore covered by precedent. Assignments new to the organization or unusual assignments may be accompanied with a general background discussion, including advice on the location of reference material to use.

Most procedures for doing the work have been established and a large number of guidelines are applicable including those found in the Fire Line Handbook, Fire Business Management Handbook, guides for supervisors and other written and oral instructions.

The incumbent must use experienced judgment in selecting the appropriate methods, techniques, and procedures due to the frequent and abrupt changes in work assignments, goals and deadlines requiring the incumbent to adjust operations in relation to the Supervises the operation of fire engines with complex pumping mechanisms and accessories in suppressing fires and a variety of incidents in wildland urban interface/intermix situations. The crew must be trained and physically able to operate equipment and hand tools to construct hand lines, to deploy heavy hose packs, follow directions, and work safely for long periods under hazardous conditions.

Must be able to anticipate fire behavior based upon the effect of temperature, relative humidity, wind, slope, seasonal drying, and other factors on a wide variety of Forest fuels. Evaluates situations, makes tactical decisions and determines appropriate tactical responses to incidents.

The proximity to highly urbanized areas results in increased interagency jurisdictional issues and complicates coordination requirements and efforts. The work is often more immediately visible to the public and is frequently subject to extra-Agency accountability. In addition, the incumbent must respond to all-hazard incidents on a regular and recurring basis. In all cases personnel welfare, work production, public safety, resource values, costs, and land management objectives must be considered. Must make frequent critical decisions under time pressures and emergency conditions concerning fire suppression methods, other incidents, and

crew safety when choices are limited, conditions are hazardous, etc. Scheduled project work is often abruptly and expectedly interrupted, necessitating the adjustment of operations under pressure of continuously changing and unpredictable conditions.

Procedures for doing the work have been established and a number of specific guidelines are applicable. These guides may range from complex, standardized, codified regulations, (such as Federal or agency manuals with agency, bureau, regional, and/or other supplements) to maps, blueprints, standing operating procedures, oral instructions, equipment or instrument manuals, or standard scientific or technical texts.

Must use judgment in selecting the appropriate guideline because of the number, similarity, linkage, and overlapping nature of the guides, (e.g., when State law, Federal law, and agency regulations address the same issue). Most important, however, is that the guidelines contain criteria to solve the core question or problem contained in the assignments, though the applicability may not be readily apparent, i.e., the guides often require careful study and cross referencing. At its upward range, this level also applies to the aid or technician who must be especially resourceful in searching assigned guides, locating the controlling criteria, and applying it as specified, though the process of locating and selecting the applicable rule may be taxing and time consuming.

### **KNOWLEDGE, SKILLS, ABILITIES**

Practical knowledge of the practices, methods, and techniques of forestry and fire management. This includes fire behavior, fire organizations (i.e., Incident Command System), fire equipment, fire line construction to suppress and direct suppression of fires, coordination of wildland urban interface/intermix situations following interagency policy and guidelines.

Knowledge of agency policy, guidelines, and practices sufficient to safely execute and coordinate an effective response to all hazard incidents.

Knowledge of fire behavior, fire organizations (i.e. Incident Command System), fire equipment, fire line construction to suppress and direct suppression of fires, and an understanding of the standard operating procedures of structural fire departments, law enforcement, and other all hazard responders sufficient to collaborate and coordinate on incidents.

Thorough knowledge of fire engine hydraulic systems, foam and chemical application systems, including effect of elevation, friction loss, pressure, etc., pumping mechanisms, hose thread and apparatus differences, and operating procedures to distribute hose lays and to operate equipment for peak utilization.

Knowledge and ability to operate complex communication hardware including multi-channel two way radios with numerous programmable frequencies and computers for accessing fire weather and fire modeling programs, and Global Positioning System units.

Knowledge of accepted safety practices in suppressing fires and various other incidents to prevent injury, property damage or loss of life.

Knowledge of land use and resource management, and wilderness practices sufficient to assist in the planning and execution of varied projects (e.g., prescribed fire, wildland fire use, hazard fuel reduction, timber stand improvement, and wildland habitat improvement).

Knowledge of fuel management practices and policies to gather, analyze, and interpret data for development of fuels treatment and burn plans, and to execute prescribed burn projects.

Knowledge of supervisory methods and personnel practices and procedures to carry out responsibilities in the absence of the supervisor and to plan work schedules to meet unit needs.

Knowledge to respond to a wide variety of All-Hazard incidents.

Knowledge to act as First Responder to a wide variety of incidents

Must be willing to gain knowledge and understanding of Tribal organization, functions, policies, goals, priorities, and operating programs.

Ability to use judgment in selecting the appropriate guideline because of the number, similarity, linkage, and overlapping nature of the guides, (e.g., when State law, Federal law, and agency regulations address the same issue).

Ability to communicate effectively both orally and written communications conveying complex information; to express her/himself in a clear and concise manner for the purposes of correspondence, reports, and instructions, as well as for obtaining information or conveying messages.

Ability to effectively organize, assign, and supervise the work of subordinate employees.

Good public relations and inter-personal skills. Must be able to meet with a variety of individuals of differing backgrounds in a professional manner, using tact, diplomacy and mature judgment while providing Tribal perspectives.

### **PHYSICAL DEMANDS**

The work requires arduous physical exertion, such as regular and recurring running, walking, hiking, bending, shoveling, chopping, throwing, lifting; walking or climbing over rocky areas or other uneven surfaces, cutting own path through dense vegetation, and in mountainous terrain while operating hand and power tools for long durations and while carrying over 50 pounds of gear. The work frequently involves long shifts, complex decision making, and extended periods

of time away from home. In many situations, the duration of the activity contributes to the arduous nature and physical and mental demands of the job. Daily physical fitness conditional workouts are required when not assigned to a fire, project work, or attending training classes.

### **WORK ENVIRONMENT**

The work is primarily performed in forest environments in steep terrain where surfaces may be extremely uneven, rocky, covered with vegetation, and in smoky conditions, etc. Temperatures vary from above 100 degrees F to below freezing. The work environment involves high risks with regular and recurring exposure to potentially dangerous situations, such as fires that are out of control or unusual environmental stress where high risk factors exist which cannot be reasonably controlled.

There may be potential for exposure to hazards which cannot be reasonably controlled such as: burns, dehydration, fire entrapment, and other effects of heat, smoke inhalation, heavy protective clothing, falling materials (trees), or explosions; exposure to toxic materials and chemical, biological, radiological, nuclear, and explosive agents; dealing with victims in varying stages of fright, panic, and injury; and/or operating or riding on fire trucks (engines) under adverse conditions.

The hazardous nature of the work requires that Personal Protective Equipment (PPE) be worn.

### **QUALIFICATIONS, EXPERIENCE, EDUCATION**

**Minimum Qualifications:** *Failure to comply with minimum position requirements may result in termination of employment.*

- **REQUIRED** to possess a minimum of a High School Diploma or Equivalent. *(Must submit copy of diploma or transcripts with application; HSD/GED only required when applicant doesn't have a college degree.)*
- **REQUIRED** to have supervisory experience in high stress situations.
- **REQUIRED** to be at least 18 years of age before date of hire.
- **REQUIRED** to submit to pre-employment and random alcohol/drug test (including marijuana) and adhere to The Klamath Tribes Alcohol and Drug Free Workplace policy.
- **REQUIRED** to meet physical fitness requirements annually as measured by the Work Capacity Test (aka 'pack test') at the arduous level. The arduous level Work Capacity Test ("Work Capacity Test" or "WCT") requires an employee to hike three miles over level ground with a 45-pound pack in 45 minutes 30 seconds or less.

- The Work Capacity Test must be successfully completed within two weeks of medical clearance. Employees will be allowed up to three attempts to successfully complete the WCT.
  - If an employee is unsuccessful after three attempts within the two week period employment the individual will no longer qualify for the position and employment in the position will be terminated. Termination for failing to meet this requirement will not prevent future employment opportunities in other tribal positions.
- **REQUIRED** to meet Single Resource Boss-Crew Engine qualifications.
  - **REQUIRED** to have computer experience; emphasis will be in the use of Microsoft Word, Excel and work in a networked environment.
  - **REQUIRED** to possess and maintain a valid Oregon Driver's License, (out of state applicants must receive ODL within 90 days of hire), have good driving record and be insurable by The Klamath Tribes' vehicle insurance policy. Serves as driver which may require a commercial driver's license. This license must be obtained prior to being assigned driver duties. Driver is subject to the requirements of the Department of Transportation drug and alcohol testing program. *(Must submit copy of driver license with application.)*
  - **REQUIRED** to accept responsibility of a mandatory reporter in accordance with the Klamath Tribes Juvenile Ordinance Title 2, Chapter 15.64 and General Council Resolution #2005 003, all Tribal staff are considered mandatory reporters.

**Preferred Qualifications:**

- Single-Resource Boss-Engine
- RXB3
- FIRB

**INDIAN PREFERENCE**

- Indian and Tribal Preference will apply, as per policy. *(Must submit tribal documentation with application to qualify for Indian Preference).*

**ACKNOWLEDGEMENT**

This position description is intended to provide an overview of the requirements of the position. It is not necessarily inclusive and the job may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed herein. Management reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Nothing in this job description, or by the completion of any

requirement of the job by the employee, is intended to create a contract of employment of any type.

**APPLICATION PROCEDURE**

Submit The Klamath Tribes ***Application for Employment*** with all requirements and supporting documentation to:

**The Klamath Tribes  
ATTN: Human Resource  
P.O. Box 436  
Chiloquin, OR 97624**

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE SUFFICIENT INFORMATION TO PROVE QUALIFICATIONS FOR TRIBAL POSITIONS.

Please Note: If requirements are not met, i.e., submission of a resume in lieu of a tribal application or not including a required certification, your application will not be reviewed and will be disqualified.

Indian Preference will apply. In accordance with Klamath Tribal policy, priority in selection will be given to qualified applicants who present proof of eligibility for "Indian Preference".

Applications will not be returned.

<b>EMPLOYEE ACKNOWLEDGEMENT:</b>	
I have reviewed this position description and have been provided a copy. I understand that The Klamath Tribes reserves the sole right to modify this position description at any time, with or without notice.	
<b>Employee (printed name)</b>	<b>Employee (signature)</b>