

**MICHIGAN CIVIL SERVICE COMMISSION**  
**JOB SPECIFICATION**  
**FOREST TECHNICIAN**

**JOB DESCRIPTION**

Employees in this job carry out activities designed to protect, develop, and maintain forestlands and their natural resources for environmental, economic, and recreational purposes.

There are four classifications in this job.

**Position Code Title - Forest Technician-E**

Forest Technician 8

This is the entry level. The employee works in a learning capacity performing a range of forest technician assignments under close supervision.

Forest Technician 9

This is the intermediate level. The employee works in a developing capacity with increased responsibility for performing a range of forest technician assignments.

Forest Technician E10

This is the experienced level. The employee performs a full range of forest technician assignments and uses considerable independent judgment in making decisions requiring the interpretation and application of guidelines with considerable latitude to specific work situations.

**Position Code Title - Forest Technician-A**

Forest Technician 11

This is the advanced level. The employee at this level serves either as a lead worker assigning and overseeing the work of lower-level Forest Technicians or as a senior worker performing the most complex forest technician assignments. Senior-level employees perform complex assignments beyond those expected at the experienced level which have been approved by Civil Service.

**NOTE:** Employees generally progress through this series to the experienced level based on satisfactory performance and possession of the required experience.

**JOB DUTIES**

**NOTE:** The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Prepares timber for sale, including establishing property and timber sale boundary lines, cruising timber for volume, scaling trees, marking trees, assigning GPS timber sale boundaries, and preparing timber sale proposals and maps.

Inspects and verifies field performance of timber sale consultants.

Collects field data for Forest Inventory, prepares maps, writes prescriptions, enters data, and updates inventory data following treatments.

Provides assistance for recreational programs and facilities including the operation and maintenance of sites, trails, pathways, and campgrounds.

Implements field functions of the reforestation program including the following: delineation of treatment areas, overseeing ground operations, applying chemicals, operating and maintaining reforestation equipment.

Collects field data and assists in day-to-day operations for land use programs.

Oversees the application of pesticides and herbicides.

Assists private landowners on forest management procedures in accordance with the forest management program.

Interprets aerial photos and maps for forest management purposes.

Conducts insect and disease surveys.

Administers timber sales by inspecting for contract compliance and working with timber sale contractors to address contractor needs, problems and concerns. Writes contract specifications and sales proposals.

Identifies and provides initial assessment of potential trespasses.

Assists in wildfire suppression and prescribed burn programs.

Appraises timber volumes and values.

Performs recreational trail maintenance and development by brushing, marking, bulldozing, and construction.

Assists other divisions and agencies by taking part in special projects such as search parties, elk censuses, dam maintenance, animal necropsies, and harvests data collections.

Maintains records, and prepares reports and correspondence related to the work.

Operates, maintains, and instructs others in the use of equipment.

Performs related work as assigned.

### **Additional Job Duties**

#### **Forest Technician 11 (Lead Worker)**

Coordinates the work of lower-level Forest Technicians by scheduling, training, and overseeing work assignments.

#### **Forest Technician 11 (Senior Worker)**

Performs on a regular basis forest technician activities which are recognized as the most complex.

### **JOB QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

**NOTE:** Some knowledge in the area listed is required at the entry level, developing knowledge is required at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of forest surveying and mapping.

Knowledge of silviculture, reforestation, and wildlife habitat.

Knowledge of methods used to determine timber volumes.

Knowledge of timber harvesting and utilization.

Knowledge of forest management policies and practices.

Knowledge of pesticides and herbicides.  
Knowledge of timber cruising and mapping techniques.  
Knowledge of fundamental concepts of Geographic Information Systems.  
Knowledge of forest practices as they relate to ecosystem management principles.  
Knowledge of forest fire suppression methods and techniques.  
Ability to identify different types of plants, animals and habitats.  
Ability to operate and maintain various equipment and tools, and use proper safety methods.  
Ability to judge tree heights and grades.  
Ability to maintain work-related records and prepare reports.  
Ability to use a Global Positioning System.  
Ability to communicate effectively.

### **Additional Knowledge, Skills, and Abilities**

#### **Forest Technician 11 (Lead Worker)**

Ability to establish priorities, assign and evaluate the work of others.  
Ability to organize and coordinate the activities of lower-level employees in a specific work area.

#### **Forest Technician 11 (Senior Worker)**

Ability to perform the most complex forest technician assignments.

### **Working Conditions**

Some jobs require an employee to work in an environment that involves exposure to unpleasant and noxious fumes and odors.

Some jobs require an employee to be exposed to hazardous work environments.

Some jobs require an employee to be exposed to inclement weather conditions.

### **Physical Requirements**

Most positions require rigorous physical exertion including, but not limited to, traversing uneven, rugged terrain in inclement weather.

The job duties require an employee to lift and/or move heavy objects.

### **Education**

Possession of an associate's degree in forest technology.

### **Experience**

#### **Forest Technician 8**

No specific type or amount is required.

#### **Forest Technician 9**

One year of experience performing activities related to the state forest management program equivalent to a Forest Technician 8.

### Forest Technician E10

Two years of experience performing activities related to the state forest management program equivalent to a Forest Technician, including one year equivalent to a Forest Technician 9.

### Forest Technician 11

Three years of experience performing activities related to the state forest management program equivalent to a Forest Technician, including one year equivalent to a Forest Technician E10.

### **Alternate Education and Experience**

#### Forest Technician 8 - 11

Possession of a bachelor's degree or higher with 16 semester (24 term) credits in job specific or related course work qualifies for the Forest Technician E10.

Two years of college with a minimum of 24 semester (36 term) credits in technical subject areas related to forestry such as dendrology, forest ecology, silviculture, land surveying, aerial photo interpretation, woods safety, harvesting techniques, multiple uses of forest land, measuring forest resources, forest health, and forest management practices may be substituted for the education requirement.

### **Special Requirements, Licenses, and Certifications**

Continuing employment will require possession of the Commercial Driver's License (CDL) issued by the Secretary of State as required by Public Act 346 of 1988 to operate a designated state vehicle. This license must be obtained within six months from the date of appointment.

Some positions in this class series may also be assigned duties that require the application of pesticides that may require certification or registration as a pesticide applicator in compliance with the Pesticide Control Act of 1976.

**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

### **JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION**

#### **Job Code**

FORESTTCH

#### **Job Code Description**

FOREST TECHNICIAN

#### **Position Title**

Forest Technician-E

Forest Technician-A

#### **Position Code**

FORSTCHE

FORSTCHA

#### **Pay Schedule**

L32-006

L32-012

SK

08/11/2019