



Notice of Competition

Type of position (check one):

<p><u>Labour Service:</u></p> <p><input checked="" type="checkbox"/> Recallable – FTE amount: <u>.34</u></p> <p><input type="checkbox"/> TERM – approx. end date: _____</p>	<p><u>Perm Part Time / TERM</u></p> <p><input type="checkbox"/> Perm Part Time – FTE amount: _____</p> <p><input type="checkbox"/> TERM – approx. end date: _____</p>
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Competition Number: HBFB-13 -06

Branch: Fire Management Forest Protection

Location: Hudson Bay

Work address: Hudson Bay

Working Title: Radio Dispatcher

CRC Required: YES: _____ NO: X

Union Position: YES: X NO: _____

Announcement Date: May 01, 2006

Closing Date: May 15, 2006

Number of Positions: One

Salary Range: \$ 14.924 to \$ 18.702 per hour

Grade (level): 04

Job (occ code): GRO

Labour Service SGEU Section: 20

Saskatchewan Environment is committed to workplace diversity. This position is posted as:

designated for Employment Equity Group members only:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
simultaneous for both Equity & Non-Equity Group members:	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
for the following Employment Equity Groups:				
Aboriginal Ancestry	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Persons with Disabilities	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Visible Minorities	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Woman in non-Traditional Role (applicable only if under-represented by 45%)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

Qualified Employment Equity Group members must self-declare in writing (i.e. within a cover letter or résumé) that they belong to one of these groups and proof of declaration must be provided upon request.

Particulars of Position

Provide radio communication to Department staff and air support while involved in the fire suppression activities. Transmits and receives messages to and from personal in the field. Provide a flight watch for all aircraft working out of that fire base. Maintain a detailed written record of all radio and telephone communications (e.g. Location of aircraft, personal, requests for equipment, locations of fires, etc.) Broadcast daily alerts and weather indices to the area fire towers. You will be required to take a "Radio Telephone Operator's restricted Certificate Course". The work requires the candidate to operate and care for radio and telecommunications equipment. You will be required to work shift work and weekends. Candidates who possess a radio operator's certificate would be considered an asset in the selection process.

Candidates must clearly indicate in their covering letter or résumé where they have acquired their knowledge, skills and abilities. Selections of candidates to be interviewed will be made on the basis of this information.



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You will have knowledge of:

Knowledge of: proper radio procedures; working knowledge of types of fixed wing and rotary wing aircraft used in fire suppression; working knowledge of fire fighting tools, techniques and terminology; general office practices and procedures relating to the handling of record keeping and telephone etiquette; computer applications including work processing software; latitude and longitude location identification for plotting purposes. Demonstrated ability to: provide written documents in a clear, neat and accurate format; be strong, clear and confident communicator; contribute to team effectiveness and morale; able to work for long periods of intense activity; work in a multi-cultural environment.

You will be:

A self starter, adaptable, accountable and reliable; respectful, supportive and resourceful in order to work with a diverse work force.

Interested candidates should submit a cover letter, quoting the competition number, and résumé to:

**Rocky Purves, Forest Protection Officer, Fire Management and Forest Protection
Sask. Environment
Box 970, Hudson Bay Sk. S0E 0Y0
Fax: (306) 865-4444
E-mail Address: rpurves@serm.gov.sk.ca**

We wish to thank all applicants for their interest in employment opportunities with Saskatchewan Environment however only those candidates who are selected for an interview will be contacted.

Please visit the Saskatchewan Public Service Commission's Career Center website for other employment opportunities at: <http://www.gov.sk.ca/psc/careers/>.

Distribution:

 X Local Notice Board X SGEU Office X Human Resources X Supervisor