



**Highlands and Pinewood Fire Districts
Announcing an Employment Opportunity for
Squad Leader-W3
Fire and Fuels Technician II
Closing Date: October 30, 2025 @ 1700
Compensation: \$23.47 – \$31.16 hourly**

The Bear Jaw Interagency Fire and Fuels Crew is accepting applications to establish an eligibility list for the position of Squad Leader for a known upcoming vacancy. Application packet to include a letter of intent, resume and completed HFD hiring application. The Squad Leader will perform supervisory duties related to hazardous fuels reduction, fire prevention, public education, Rx and pile burns, fire suppression, and other activities that support the protection of life and property. This position is normally scheduled for a 40-hour work week.

The ideal candidate will be certified as FAL2 ICT5, CRWB and EMT. The candidate should be experienced with resource management and be able to fully supervise the crew in the absence of the Crew supervisor. The candidate will be mission oriented and capable of carrying out the vision of the interagency fire and fuels program.

This position may be hired at the Fire and Fuels Technician I level for a pre-determined period sufficient for the employee to attain the necessary certifications and experience required to qualify for the Fire and Fuels Technician II position if deemed necessary.

COMPENSATION & BENEFITS:

- Competitive salary
- Benefits package with medical, dental, vision, and life insurance
- PSPRS pension plan
- 10 paid holidays per year
- Accrued vacation and sick days

MINIMUM QUALIFICATIONS:

- U.S. Citizen, 18 years of age or older, High School Diploma or equivalent
- Valid Driver's License and Arizona Driver's License upon date of hire
- Satisfactory 39-month driving record. (to be insurable by Fire District)
- National Coordinating Group (NWCG) certification at the Crew Boss, Faller3 and Type 5 Incident Commander level or higher
- Two (2) Seasons of wildland fire experience as Lead Firefighter or equivalent. FFT1- Firefighter Type 1

APPLICATION PROCESS: Highlands Fire District is managing this hiring process for Highlands and Pinewood Fire Districts. Applications may be obtained between the hours of 0800 and 1600, Monday through Friday, until the closing date at Highlands Fire Department - Station 23 – 3350 Old Munds Highway, Flagstaff, AZ.; requested by calling (928) 525-1717 ext #2. or emailing jjones@highlandfire.org. Applications must be received by October 30, 2025 @ 1700 and must be complete, legible, and accompanied by all documents necessary to support the minimum qualifications listed above. For questions about the application process, please contact Shelby Erickson

at (928) 525-1717 ext #5.

EXAMINATION PROCESS: Examinations may include, but are not limited to application review and evaluation, performance and achievement evaluation, aptitude tests, written tests, oral board interviews, an interview with the Fire Chiefs, physical ability and/or work capacity tests, hands on testing, or any combination of these or other requirements of the job. Applicants will be notified of examination and/or interview dates by phone.

HIRING LIST: From this hiring process, a pool of qualified applicants will be created to draw from for future open positions. Highlands and Pinewood Fire Districts may utilize this list to fill positions on the Bear Jaw Fire and Fuels Crew. The pool will be active for one (1) year with the option of two (2) six-month extensions at the discretion of the Fire Chief(s).

OFFERS OF EMPLOYMENT: Employment offers may be through Highlands or Pinewood Fire Districts. All offers of employment are conditional, subject to satisfactory results of pre-employment screening. Screening may consist of any or all of the following: criminal background checks, reference checks, driving record check, drug and alcohol testing, pre-employment physical examination, and production of documents sufficient to demonstrate identity and authorization to work in the United States as required by the Immigration Reform and Control Act.

Highlands and Pinewood Fire Districts are Equal Opportunity Employers.