

Application Steps

1. Log on to Internet Site:
<https://www.avuedigitalservices.com/usfs/applicant.html>
2. Once you are at the site, click on the FS logo and then **New User**.
3. Set up **User Registration** and **How you found us**.
4. After you register, you will be at the *Main Menu*.
5. From the *Main Menu* click on **Create or Update My Profile**.
6. This should bring you to your personal information.
Review your information and save.
7. From the Menu on the left side of the screen click **Applicant Information**. In the preferred location box, choose the locations to which you want to send your application. To work on the Payette, **You must choose the following selections: Weiser, Cambridge, Council, Bear, New Meadows, Warren, Krassel or McCall**.
8. Next are *Work History, Eligibility, References and Education*.
Complete the information for each and save.
9. Next is *Additional Information*. **Include special awards or skills, fire training and experience qualifications, and any other related information.**
10. *Supporting Documentation* follows. You may attach transcripts, documentation of veteran's preference, and other like documents.
11. Click on **Apply For Jobs**
12. From the menu on the left, select **Job Search Profile** and enter your desired Information.
13. In the **Job Titles** field select the category that you are interested in (ie: fire protection/safety)
14. Then select the specific jobs you are interested.
15. Save information and then click on the **Search For Jobs**. **If you know the announcement Number** click on **refine search** in the column to the left.
- 15a. Scroll down to the bottom to **Announcement Number** and enter the number followed by **Submit**
16. Click on the **Job Title** Of your choice.
17. The Vacancy Announcement should appear. Click on **Apply Now**, location on the left side of the screen.
18. From here, fill out all of the seven mandatory fields. They are listed on the left side of the screen in red.
19. When you get to *Work history and Education*, click on **Update from Personal Profile**.
20. Look over **Optional Menu**. Add anything you think is important.
21. Click on **This Application** and review all information before sending.
22. Send your application and make a copy for your files.

IMPORTANT APPLICATION INFORMATION

Applicants can fill out applications online by going to www.avuedigitalservices.com/usfs/applicant.html. Each applicant will have his or her own profile, so updating and/or changing personal information will be more convenient. There are various vacancy announcements, so be sure you are applying to the job you want. You will have to submit a separate application for each position you are interested in.

College and High School students wanting to apply may be eligible for the **STEP** program. Please contact your local Ranger District office or visit our web site for more information.

GENERAL PAYETTE INFORMATION

The Payette National Forest offers the visitor over 2.3 million acres to enjoy. There is everything from the deep recesses of Hell's Canyon to peaks reaching elevations of almost 9,500 feet. It encompasses dry desert grasslands complimented by heavily forested acres reaching the gateways to the Frank Church River of No Return Wilderness. One can experience the solitude of seldom traveled trails, rafting, kayaking, canoeing, swimming, fishing, hunting, backpacking, four wheeling, all types of snow sports and rock climbing to mention a few.

Some locations provide housing facilities based on availability

Payette National Forest Offices:

Weiser R.D. (208) 549-4200

Council R.D. (208) 253-0100

New Meadows R.D. (208) 347-0300

McCall R.D. (208) 634-0400

Krassel R.D. (208) 634-0600

Smokejumper Base (208) 634-0389