

We Are Hiring

Hermit's Peak/Calf Canyon Claims Office

The Hermit's Peak/Calf Canyon Claims Office is hiring full-time positions to support the processing of claims and provision of compensation to claimants impacted by the Hermit's Peak/Calf Canyon Fire.

The duty station for these positions is **Mora, NM**.

Ideal candidates must be able to represent the Claims Office with integrity and compassion. They must also have customer service experience; strong organizational, written, and verbal communication skills; demonstrated use of MS Office programs; and experience completing high quality work products within assigned timeframes.

Positions Available:

- Navigators IC-9/11/12 (\$60,597 to \$114,237)

FEMA Employee Benefits Include:

- Eligibility for Public Service Student Loan Forgiveness
- Federal Retirement Plans
- Paid Annual Leave
- Mental Health Resources
- Health, Dental, and Vision Insurance
- Annual Federal Pay Raises
- Career Growth

Free Federal Resume Writing Workshops:

To help you prepare for this event, sign up for a free Federal Resume Workshop. Two dates available:

- January 22 from 2:30pm – 4:00pm MT. Register here: [FEMA Employee's Resume Writing Workshop | FEMA.gov](https://fema.zoomgov.com/webinar/register/WN_giOwNkpnTf6_5aWDmIXpdQ)
- January 29 from 7:30pm – 9:00pm MT. Register here: https://fema.zoomgov.com/webinar/register/WN_giOwNkpnTf6_5aWDmIXpdQ



Tuesday
February 13, 2024

10 a.m. to 4 p.m. Mountain Time

David Cargo Public Library
NM-518
Mora, NM

Claims Office staff will be available on site to receive resumes and conduct on the spot interviews.

All applicants must be U.S. citizens, 18 years of age or older, and possess a high school diploma or GED. Individuals will be required to pass a background investigation that includes finger printing and credit check. Employees are also required to participate in mandatory direct deposit/electronic funds transfer for salary payment.



FEMA