PORTLAND VA MEDICAL CENTER

Portland, Oregon Division
Vancouver, Washington Division
Community Based Outpatient Clinics
Salem, OR *Bend, OR*
Camp Rilea (Warrenton, OR)

NOTICE OF VACANCY

1. Announcement Number	2. Title, Series, Grade, Salary	3. Tour of Duty	4. Duty Station
T-08-512-SJ	**Biological Science Laboratory Technician (Veterinary)** **(1384)** **GS-404-6** **$34,756 to $45,185 per annum** **(Based on full-time employment)**	**Dayshift M-F**	**Research Service, Portland Division**
5. Type & Number of Vacancies	**6. Contact**	**7. Opening Date**	**8. Closing Date**
Temporary, **NTE 1 year & 1 Day** **Multiple Full-time positions**	**Human Resources Assistant** **503-273-5236**	**7/2/08**	**1/2/09** **1st consideration date 7/8/08**

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Any US Citizen

MAJOR DUTIES:

The incumbent is responsible for the day-to-day operation and management of assigned rooms and areas within the animal facilities. These rooms are varied and may involve comparative laboratory animal science, and related husbandry; allied health and nursing care; clinical laboratory support, requisition of laboratory animals, and related equipment and supplies. The incumbent receives animal subjects, equipment, supplies and services delivered to the Animal Facility. In appropriate settings, prepares and maintains various species of animals, in programs of research, testing, development and training, as substitute models and with ethical responsibility for the well being and welfare of all animal subjects on the local facility and satellite facility. The opinions and actions of the incumbent in interactive situations have an impact on various either VAMC services with animal study related programs (i.e., surgical, Medical, Educational) thereby directly affecting the quality of the success and productivity of all programs at the facility involving animal models in research, development, and training biomedicine.

THIS POSITION IS IN THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: U.S. Office of Personnel Management Qualification Standards Handbook for GS-404 series applies and may be reviewed in the Human Resources Management Service office.

Specialized Experience: At least one year of specialized experience must have been comparable to the next lower level in the Federal Service. Experience must have been related to the work of the position for which application is made. The specialized experience required for some positions in this series is normally work performed in a controlled environment. Examples of qualifying specialized experience include: Research activity or control program work; nursery work that required the growing and maintenance of plants in a controlled environment; work comparable to that with a large dairy farm where production records, animal environment; and sanitary conditions were kept in accordance with modern dairy practice. Farming experience that was not performed in a controlled environment, or experience as a laborer who was not responsible for planning and scheduling his/her own work, but only performed assigned tasks, would not qualify as specialized experience.

Substitution of Education for Experience: Graduate education or an internship meets the specialized experience required ***only*** in those instances where it is directly related to the work of the position. If using education as a substitute for experience, please submit a copy of your college transcripts with application packet.

BASIS OF RATING: (Knowledge, Skills, Abilities (KSAs))

***On a separate sheet of paper, provide a written, detailed response to each of the* KSAs*. Failure to respond to rating factors will result in applicant not being referred for the position*:**

1. Knowledge and experience in keeping inventory for a large research laboratory.
2. Ability to recommend, develop, and implement procedures and comply with regulations regarding animal welfare and safety.
3. Experience working with and maintaining equipment in an animal facility.
4. Ability to maintain, schedule and oversee procedural areas in an animal facility.
5. Ability to maintain excellent communication with supervisors and other staff.

CONDITIONS OF EMPLOYMENT:

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future

(Continued on next page)

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire non citizens only in very limited circumstances where there are no qualified citizens available for the position.

A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.

If you are a male born after December 31, 1959, and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System, unless you meet certain exemptions.

Public transit subsidy benefits are available. Carpooling assistance is provided. However, single occupancy parking is limited on main Portland campus.

A pre-employment physical examination will be required for an applicant who is tentatively selected.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis

All qualified applicants will receive equal consideration without regard to race, religion, color, national origin, sex, politics, marital status, non-disqualifying physical or mental handicap, age or membership or non-membership in a labor organization.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

HOW TO APPLY:

All application packets must be received in Human Resources by Close of Business (COB) on 7/8/08 for 1st consideration. This position is open until 1/2/09. Application forms may be obtained in Human Resources Office or on our external website **http://www.visn20.med.va.gov/Portland/mc/hr**

Applications may be mailed to:
Portland VA Medical Center, P4HRMS
Attn: T-08-512-SJ
PO Box 1034
Portland, OR 97207

Or brought in person to:
Portland VA Medical Center
3710 SW US Veterans Hospital Rd
Building 16, Room 300
Portland OR 97239

US Citizens must submit:

1. OF 612, Optional Application for Federal Employment, or Resume. (Please refer to OF-510, Applying for a Federal Job on the USA jobs website (http://www.usajobs.opm.gov/) for information on how to apply with a resume instead of OF-612
2. OF-306, Declaration for Federal Employment (January 2001 version or later). **(REQUIRED)**.
3. Veterans Preference:
   a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
   b. SF-15, Application for 10-point Veteran Preference (December 2004 version or later)
   c. VA letter of service-connected disability rating dated 1991 or later.
4. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
5. Narrative statement relating to all of the KSAs. Candidates **must** submit a narrative statement on a separate page(s) with specific responses to all of the knowledge, skills, and abilities (KSAs) in this announcement. Failure to submit your narrative response to all of the KSAs will result in the applicant not being referred for the position.
6. A copy of your college transcripts (Optional unless education is required).

APPLICANT'S PLEASE NOTE:

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: http://www.ed.gov/admins/finaid/accred/index.html. All education claimed by applicants will be verified by the appointing agency accordingly.

IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications**.**
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**