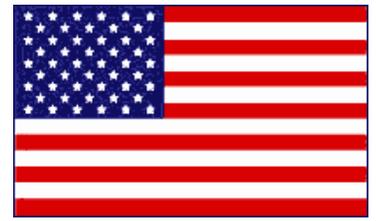




# PORTLAND VA MEDICAL CENTER

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



## NOTICE OF VACANCY

<b>1. <u>Announcement Number</u></b>  <p style="text-align: center;"><b>T38-10-0209-IF</b></p>	<b>2. <u>Title, Series, Grade, Salary</u></b>  <p style="text-align: center;"><b>Biological Science Laboratory Technician 8426A GS-0404-5 \$33,013 to \$42,913 per annum (Based on full-time employment)</b></p>	<b>3. <u>Tour of Duty</u></b>  <p style="text-align: center;"><b>8:00am- 4:30pm M-F</b></p>	<b>4. <u>Duty Station</u></b>  <p style="text-align: center;"><b>Research Service, Portland Division</b></p>
<b>5. <u>Type &amp; Number of Vacancies</u></b>  <p style="text-align: center;"><b>Temporary NTE 1 year &amp; 1 day 1 full-time position</b></p>	<b>6. <u>Contact</u></b>  <p style="text-align: center;"><b>Human Resources Assistant 503-273-5236</b></p>	<b>7. <u>Opening Date</u></b>  <p style="text-align: center;"><b>07/22/2010</b></p>	<b>8. <u>Closing Date</u></b>  <p style="text-align: center;"><b>07/27/2010</b></p>

### WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Any US Citizen

### MAJOR DUTIES:

This position of Technician of the Animal Facilities is located in the Department of Research and Development at the VAMC, Portland, Oregon. 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, technology, husbandry; allied health and nursing care; clinical laboratory support, requisition of laboratory animals, related equipment and supplies. In appropriate settings, prepares and maintains various species of animals, in programs of research, testing, development and training, as substitute models for the study and understanding of human health and disease. The day to day operations are performed with moral and ethical responsibility for the well-being and welfare of all animal subjects on the local facility and the satellite facility. Feeds, cleans, and cares for all laboratory animals in assigned rooms as described in animal room protocol and by the supervisor. Regulatory monitors general health of animals.

### **THIS POSITION IS IN THE BARGAINING UNIT**

### QUALIFICATION REQUIREMENTS:

**Eligibility:** U.S. Office of Personnel Management Qualification Standards Handbook for GS-0404 series applies and may be reviewed in the Human Resources Management Service Office.

**Specialized Experience:** One year of specialized experience at the next lower grade (GS-4) level in the normal line of progression is required. Examples of qualifying specialized experience include, but are not limited to, work as an animal or veterinary technician, or laboratory technician responsible for animal care and maintenance. Examples of qualifying work experience include performing day to day operations and management of assigned rooms and areas within animal facilities, preparing and maintaining various species of animals, cleaning cages, filling water bottles, sanitizing work areas, and feeding, cleaning, and caring for all laboratory animals in assigned rooms as described in animal room protocol and by the supervisor.

**Substitution of Education for Experience:** If using education as a substitute for experience, please submit a copy of your college transcripts with application packet. At the GS-5 level, successful completion of a four (4) year course of study leading to a bachelor's degree with major study or at least 24 semester hours of courses in the following areas: biology, chemistry, statistics, entomology, animal husbandry, botany, physics, agriculture, or mathematics. At least six (6) semester hours of courses must have been directly related to the position to be filled, which include, but are not limited to, biology, chemistry, zoology, or animal husbandry. This education must have been obtained in an accredited business, secretarial or technical school, junior college, college or university. One year of full-time academic study is defined as 30 semester hours, 45 quarter hours, or the equivalent in a college or university, or at least 20 hours of classroom instruction per week for approximately 36 weeks in a business, secretarial, or technical school.

### 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 the rating factors may result in your application receiving a less than desirable rating.***

1. Knowledge and experience in keeping inventory for a large research facility.
2. Ability to recommend, develop, and implement procedures and comply with regulations regarding animal welfare and safety.

(Continued on next page)

3. Experience on working with and maintaining equipment in an animal facility.
4. Ability to maintain, schedule, and oversee procedural area in an animal facility.
5. Ability to maintain excellent communications skills with supervisors and other staff.
6. Ability to juggle conflicting priorities and meet deadlines.

#### **CONDITIONS OF EMPLOYMENT:**

- Applicants without prior federal service will be appointed at step one of the grade
- 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
- 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 noncitizens only in very limited circumstances where there are no qualified citizens available for the position.
- 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.
- 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.
- Public transit subsidy benefits are available. Carpooling assistance is provided. However, single occupancy parking is limited on main Portland campus.
- A drug test may be required for an applicant who is tentatively selected.
- A pre-employment physical examination will be required for an applicant who is tentatively selected.
- [VACareers](#) has descriptions of all Title 38 Jobs and their benefits.
- 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
- The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.
- 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 Applicants must submit:**

1. [OF 612, Optional Application for Federal Employment](#) (attach additional sheets of paper if needed for additional job experience (in same format as application)), 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).
3. Veterans Preference:
  - a. DD-214, Military Discharge Paper (copy must display the required data which includes awards/medals/badges, dates and character of service) (For 5 Point Veteran's Preference).
  - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
  - c. VA letter or DOD documentation 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 using education to qualify).
7. ITCAP Applicants: Submit proof by including a copy of the agency notice, most recent Performance Rating and most recent SF-50 indicating current position, grade, level, and duty station.

**All application packets must be received in Human Resources by Close of Business (COB) on 07/27/2010.**

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: T38-10-0209-IF**  
 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

#### **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.
- Foreign Education: To receive credit for education completed outside the United States, you must show proof that the education has been submitted to a private organization that specializes in the interpretation of foreign educational credentials and such education has been deemed at least equivalent to that gained in conventional U.S. education programs.

**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.**