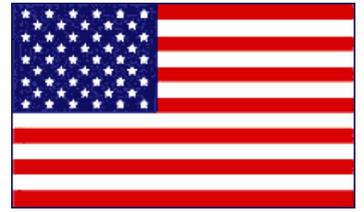




PORTLAND VA MEDICAL CENTER

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 ****AMENDED**** 1/29/2010

1. <u>Announcement Number</u> LPN Specialty Clinic	*2. <u>Title, Series, Grade, Salary</u> LPN FS GS-620 Competitive salary commensurate with education and experience as determined by LPN Professional Standards Board	3. <u>Tour of Duty</u> Mon-Fri Days	4. <u>Duty Station</u> Portland VAMC Portland, OR
*5. <u>Type & Number of Vacancies</u> 3 Full-time positions Temporary NTE 1 year & 8 months May be converted to Permanent without further competition	6. <u>Contact</u> Nurse Recruiter Traci.Charlton@va.gov	7. <u>Opening Date</u> 12/24/2009	8. <u>Closing Date</u> 1st consideration 01/07/2010 Until Filled

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Any US Citizen

MAJOR DUTIES:

The incumbent is responsible for providing medical assistive care and administrative support when needed. The Specialty Clinic LPN demonstrates the ability to observe, identify and respond to the patients need for nursing care, such as medication, finger sticks for blood glucose testing, equipment assisted care and to recognize deviations from the normal. Specialty Clinic LPN's are also responsible for patient education and completion of Health Promotion/Clinical Reminders as appropriate.

THIS POSITION IS IN THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Experience: 1 year LPN experience preferred.

Eligibility: Department of Veterans Affairs Qualifications Standards (VA Handbook 5005, Part II, Appendix G6) applies and may be reviewed in the Human Resources Management Service Office.

- Must be a U.S. citizen.
- Full active, current and unrestricted licensure as a graduate licensed practical or vocational nurse in a state, territory, or commonwealth (i.e., Puerto Rico) of the United States, or District of Columbia.
- Graduate of a school of practical or vocational nursing approved by the appropriate State accrediting agency and/or the National League of Nursing at the time the program was completed by the applicant.
- Licensed practical or vocational nurses appointed to direct patient care positions must be proficient in (both) spoken and written English as required by 38 USC 7402(d), and 7407(d).

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
- 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.
- All information submitted to this VA Medical Center is subject to verification by VetPro.
- 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

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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.
- Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38 USC 7402(d) and 7407(d).
- [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 application packets must be received in Nursing Professional Services by Close of Business (COB) on 01/07/2010 for first consideration. These positions are open until filled. 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, P2NPS

Attn: LPN Specialty Clinic

PO Box 1034

Portland, OR 97207

Or brought in person to:

Portland VA Medical Center

3710 SW US Veterans Hospital Rd

Building 101, Room 212

Portland OR 97239

Non VA Applicants must submit:

1. VetPro – Electronic credentialing. Please contact Nursing Professional Services for access to VetPro at 503-402-2920. Once you submit your credentials you will be able to print VA Form 10-2850, Application for Associated Health Occupations 10-2850c.
2. VA Form 10-2850c, Application for Associated Health Occupations (printed from step 1).
3. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
4. 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.
5. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).

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.**