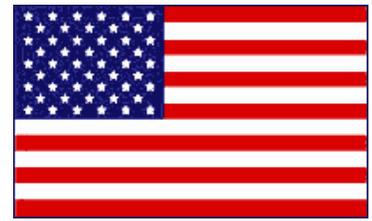




PORTLAND VA MEDICAL CENTER

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

1. <u>Announcement Number</u> <p style="text-align: center;">T38-10-0066-SJ</p>	2. <u>Title, Series, Grade, Salary</u> <p style="text-align: center;"> Supervisory Medical Instrument Technician (Cardio-Pulmonary) FS GS-649-10 \$53,983 to \$70,176 per annum Pay is determined by a professional standards board and will be commensurate with individual experience and education. (Based on full-time employment) </p>	3. <u>Tour of Duty</u> <p style="text-align: center;">M-F</p>	4. <u>Duty Station</u> <p style="text-align: center;"> Hospital & Specialty Care Division, Portland Division </p>
5. <u>Type & Number of Vacancies</u> <p style="text-align: center;"> Permanent 1 Full-time position </p>	6. <u>Contact</u> <p style="text-align: center;"> Human Resources Assistant 503-273-5236 </p>	7. <u>Opening Date</u> <p style="text-align: center;">12/23/2009</p>	8. <u>Closing Date</u> <p style="text-align: center;">1/5/2010</p>

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Career or career conditional employees and permanent Title 38 employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are permanent employees of the Willamette National Cemetery, Regional Office, Veterans Outreach Center and Veteran's Canteen.
- Any US Citizen

RECRUITMENT OR RELOCATION INCENTIVE MAY BE AUTHORIZED.

MAJOR DUTIES:

The Supervisor for the Cardiology and Pulmonary Sections of the Division of Hospital & Specialty Medicine will be responsible to work in concert with the clinical Section Chiefs and Associate Director to insure the goals and objectives of the service and, therefore the Medical Center are accomplished. The Supervisor is responsible for the on-site supervision of the Technical and Nursing support staff within the Cardiology and Pulmonary procedural labs. The incumbent will be responsible for supervising the following clinical laboratories; Cardiac Catheterization Lab, Echocardiography Lab, ECG/Exercise Treadmill Testing lab, Pulmonary Function lab and the Sleep Disorders Lab. The personnel in these areas include: 2 Registered Nurses, 3 Cardiovascular Technologists GS-8, 2 Cardiac Ultrasound Technologists GS-8, 3 ECG, Medical Instrument Techs GS-7, 1 Cardiopulmonary (Medical Instrument tech) GS-7, 2 Registered Respiratory Therapist GS-8 in the Pulmonary Function Lab, 3 Registered Respiratory Therapist GS-8 in the Sleep lab, 1 Sleep study coordinator (Medical Instrument technologist) GS-7 and an additional 7 fee contract personnel (GS-4-8) to support these areas.

THIS POSITION IS EXCLUDED FROM THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: Department of Veterans Affairs Qualifications Standards (VA Handbook 5005, Part II, Appendix G27) for GS-649 series applies and may be reviewed in the Human Resources Management Service Office.

Basic Requirements:

Citizenship. Citizenship of the United States. (Non-citizens may be appointed when it is not possible to recruit qualified citizens in accordance with chapter 3, section A, paragraph 3g, this part.)

Certification. Registration by Cardiovascular Credentialing International (CCI) as a registered Cardiovascular Invasive Specialist (RCIS) is highly desirable. Basic Cardiac Life Support (BCLS) and Advanced Cardiac Life Support (ACLS) certifications are also desirable for employees at this level.

Specialized Experience: At least 1 year of experience comparable to the next lower grade level, which is directly related to the duties of the position to be filled, and must fully meet the KSAs at that level. This would be experience that demonstrates possession of the knowledge required to provide the most complex cardiac catheterization technician services and/or supervisory knowledge, skills, and abilities. Individuals at this level plan and direct programs at affiliated medical centers and satellite outpatient clinics and have full supervisory responsibility for a large staff of non-supervisory personnel and at least one subordinate team leader or supervisor. Typically these duties include assigning and evaluating the work of subordinate staff resolving problems which may interfere with patient examination or treatment; providing pulmonary function technician services in more complex and non-standard cases; evaluating new products and equipment and making recommendations concerning developments

(Continued on next page)

which would improve operations; participating as an instructor in the facility's clinical training program; making final decisions on selections based on recommendations from subordinate supervisors or leads; evaluating performance; taking disciplinary action when necessary; and identifying educational or training needs. In addition, the candidate must demonstrate the technical KSAs and the potential to acquire the assignment specific KSAs designated by an asterisk (*) below.

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

Applicants must demonstrate through their experience or education that they possess the following published KSAs(from VA Handbook 5005) for the grade at which they wish to apply (and grades below that grade if applicable):

1. Advanced knowledge of complex and non-standard treatment and examination procedures and techniques.
- *2. Ability to plan and assist in the establishment of a completely integrated treatment and examination program.
- *3. Ability to evaluate new products and equipment and make recommendations concerning developments which would improve operations.
- *4. Ability to manage the fiscal matters of the functions supervised (which would include fund controls, contracts, and equipment expenditures), forecast resource and equipment needs, and administer the allocated budget.
- *5. Knowledge of and ability to provide the full range of supervisory duties which would include responsibility for assignment of work to be performed; performance evaluation; selection of staff; and recommendation of awards, advancements, and, when appropriate, disciplinary actions.

CONDITIONS OF EMPLOYMENT:

- This is an Excepted Appointment. Excepted service positions have been excepted from the requirements of the competitive service by law, Executive Order, or by OPM regulation (5 USC 2103 and 5 CFR part 213). Public law No. 108-170 converts this occupational series from the competitive civil service to the Hybrid Title 38 employment system.
- 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.
- 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 is limited on main Portland campus.
- Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.
- Relocation incentive may be authorized.
- Recruitment incentive may be authorized.
- 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:

Portland VAMC Permanent Employees must submit:

1. [VAF 4078, Application for Promotion or Reassignment](#)
2. MPQ – Merit Promotion Questionnaire is optional but recommended if you have qualifications pertaining to the position applied for but are not in your OPF

Other VA Permanent Employees must submit:

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. Resume or CV
3. [OF-306, Declaration for Federal Employment](#)
4. Latest SF-50, Notification of Personnel Action
5. Copies of all current licenses
6. Latest performance appraisal

Non VA Applicants must submit:

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. Resume or CV
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).
6. Copies of all current licenses, registrations, or certifications (applicable to job).
7. **A copy of your college transcripts**

All application packets must be received in Human Resources by Close of Business (COB) on 1/5/2010.

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: T38-10-0066-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

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.**