

service specialists, or hospital training obtained in a training program conducted by the Armed Forces or the U.S. Maritime Service under close medical and professional supervision is creditable on a month-for-month basis for general experience.

GS-5: Successful completion of a full 4-year course of study leading to a bachelor's degree with a major study in pharmacy, or that included at least 24 semester hours related to pharmacy or pharmacy technology; This education must have been obtained in an accredited business or technical school, junior college, college/university **or** at least 1 year of experience at the next lower level that demonstrates the core competencies (KSAs) described at the GS-4 level.

GS-6: Certification by the National Pharmacy Technician Certification Board (PTCB) is required at grades GS-6. One year experience at the next lower level, and must fully meet the KSAs at the next lower level.

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 the grade below that grade:

GS-3:

1. Ability to maintain appropriate files.
2. Ability to prepare sterile compounds under supervision.
3. Ability to communicate with patients and other health professions.

GS-4:

1. Ability to process and fill prescriptions under supervision.
2. Ability to operate and maintain dispensing equipment.
3. Ability to operate pharmacy information systems.
4. Ability to maintain appropriate files.
5. Ability to prepare sterile compounds under supervision.

GS-5:

1. Ability to operate and care for automated dispensing devices and equipment.
2. Knowledge of, and ability to perform, aseptic technique.
3. Knowledge of basic inventory procedures.
4. Knowledge of pharmacy information systems.

GS-6:

1. Ability to solve problems and make recommendations, e.g., troubleshoot operational problems and refer for appropriate action.
2. Knowledge of the operation and care of automated equipment.
3. Knowledge of, and ability to follow, written instructions for compounding with aseptic technique for hazardous materials such as oncology agents.
4. Knowledge, and ability to perform, compounding with aseptic technique for routine sterile products.
5. Knowledge of policies and procedures for inventory management in specialized areas such as emergency carts.
6. Knowledge of the computerized prescription process demonstrated by the ability to input prescriptions and medication orders.

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.

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.

Applicants selected for this position may be appointed to a temporary appointment, NTE 13 months, pending completion of boarding process.

This is a developmental position. If selected below the target level, employee may be promoted without further competition upon satisfactory completion of qualification and eligibility requirements.

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 38USC 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 (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.
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 on 8/7/08 for 1st consideration.

This position is 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, P4HRMS

Attn: T38H-08-543-JB

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/admns/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.**