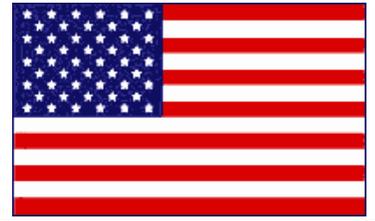




PORTLAND VA MEDICAL CENTER

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



NOTICE OF VACANCY

<p>1. <u>Announcement Number</u></p> <p style="text-align: center;">T38H-08-041-DR</p>	<p>2. <u>Title, Series, Grade, Salary</u></p> <p style="text-align: center;">Supervisory Registered Respiratory Therapist FS GS-601-10 \$52,028 to \$67,638 per annum (Based on full-time employment)</p>	<p>3. <u>Tour of Duty</u></p> <p style="text-align: center;">To be Determined</p>	<p>4. <u>Duty Station</u></p> <p style="text-align: center;">Inpatient & Emergency Care Division, Portland Division</p>
<p>5. <u>Type & Number of Vacancies</u></p> <p style="text-align: center;">Permanent 1 Full-time position</p>	<p>6. <u>Contact</u></p> <p style="text-align: center;">Human Resources Assistant 503-273-5236</p>	<p>7. <u>Opening Date</u></p> <p style="text-align: center;">1/11/08</p>	<p>8. <u>Closing Date</u></p> <p style="text-align: center;">Until Filled 1st consideration date 1/24-08</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

MAJOR DUTIES:

The Supervisory Registered Respiratory Therapist (RRT) reports to the Clinical Manager, ICU, within Inpatient and Emergency Care Division (IECD). Collaborates with provider liaison for professional RT matters. Collaborates with Critical Care Director and entire interdisciplinary team to achieve optimal RT care and patient throughput. The Supervisory RRT is responsible for supervising CRT's and RRT's who provide basic and advanced respiratory care services to adult and geriatric patients at the Portland VA Medical Center (PVAMC). However, it is necessary for the therapist to be knowledgeable regarding the basic treatment of all age groups of patients. The therapist plans, implements, and evaluates the effectiveness of respiratory care and must be able to operate a variety of equipment including: mechanical ventilators, continuous positive pressure devices, pulmonary function equipment, oxygen monitors/analyzers, co-oximeters and pressure transducers, etc.

THIS POSITION IS EXCLUDED FROM THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: Department of Veterans Affairs Qualifications Standards (VA Handbook 5005, Part II, Appendix G11) for GS-601 series applies and may be reviewed in the Human Resources Management Service Office.

Basic Requirements: The applicant must have a certificate as a Registered Respiratory Therapist (RRT) from the National Board of Respiratory Care (NBRC) and registry number, or a certificate from another body, which the NBRC recognizes as its credentialing equivalent. This includes registration based on either:

- Having fulfilled the requirements and passed the registry examination administered by the NBRC since 1983 or
- Having fulfilled the requirements and passed the registry examination for a registered inhalation or respiratory therapist administered (1) National Board of Respiratory Therapy from July 1974 through 1982 or (2) American Registry of Inhalation Therapists from 1961-June 1974
- A copy of the certificate or registration is **required**.
- The preferred candidate will have 3-5 years experience as a RRT in acute care.

Grade Requirements: GS-10: In addition to meeting the requirements for GS-9, candidates must have had at least 1 additional year of successful and progressively responsible experience in which the candidate demonstrated the ability to assume supervisory duties and function in an assignment at the GS-10 level. Has the full responsibility for supervising at least seven (FTE) whose work involves providing respiratory and related care. Typically, duties and responsibilities will include:

- Plans work schedules and the sequence of operations, and recommends and implements changes in organization or work assignments to improve work, services, job satisfaction, etc. Also, recommends and justifies to higher authority changes with significant budgetary impact. In addition, develops and reports to higher-level supervisors changes in budget requirements based on anticipated workload and productivity capability of the section.
- Assigns and explains work requirements relative to respiratory care for new or changed, as well as existing, programs. Resolves technical work problems, including those not covered by precedents or established policies.

(Continued on next page)

- Develops and updates guidelines and policies for non-routine or complex assignments.
- Keeps employees and higher-level supervisors informed of matters that affect them. Has authority to prepare and follow up on actions for most supervisory personnel functions.
- Prepares formal requests for filling vacancies for additional personnel to meet work requirements.
- Selects or participates with significant influence in selection of employees from eligible candidates.
- Prepares requests and recommendations for promotions, reassignments and other changes, and incentive and employee recognition awards and special advancements.
- Formulates training and education plans for subordinates and arranges for appropriate training courses.
- Participates in both the planning and delivery of comprehensive in-service respiratory and related care teaching and training programs for subordinates and other staff in different disciplines. Plans instruction and participates as an instructor for the facility respiratory care educational program.
- Plans and participates in the audit of respiratory care, recommending changes where indicated.

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. Ability to perform full range of supervisory duties, including knowledge of EEO policies and union agreements.
2. Skill in analyzing work requirements (staffing and other resources) to plan work schedules and operations within policy and cost.
3. Knowledge of new and innovative respiratory care procedures and equipment to resolve non-routine and complex issues and update policies and guidelines.
4. Ability to conduct comprehensive reviews, assess compliance and make recommendations' fro improvement, including developing policies, procedures and or instructional materials.

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.

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

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.

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

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.

The applicant selected for this position will be eligible to apply for an education loan reimbursement award under the provisions of the Education Debt Reduction Program (EDRP).

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

Recruitment or Relocation 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 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 (COB) on 1/24/08 for first 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-08-041-DR
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.

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.**