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

1. Announcement Number	2. Title, Series, Grade, Salary	3. Tour of Duty	4. Duty Station
MP-09-0281-PP	**Supervisory General Engineer** **(070180/070170/87580)** **GS-801-11/12/13** **$59,309 to $109,895 per annum** **(Based on full-time employment)**	**Days** **M-F**	**Facilities Management Service, Portland Division**
5. Type & Number of Vacancies	**6. Contact**	**7. Opening Date**	**8. Closing Date**
Permanent **1 Full-time position**	**Human Resources Assistant** **503-273-5236**	**8/11/2009**	**8/31/2009**

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Career or career conditional employees and permanent Title 38 employees and permanent Title 38 Hybrid 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.
- Career or career conditional employees and permanent Title 38 employees of other VA facilities.
- Applicants with competitive status outside the VA i.e., those with transfer or reinstatement eligibility.
- VEOA (Veterans Employment Opportunities Act) Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 or more years of continuous active service.
- Employees covered under the provision of the inter-agency Career Transition Plan (ICTAP) and Career Transition Assistance Plan (CTAP) (displaced VA Employees) eligibles will be given priority consideration for vacancies within the **local commuting area** for which they are well qualified. Applicants requesting this consideration must attach appropriate proof of the ITCAP eligibility with their application. Well qualified is defined as an applicant, without any further training, can perform the major duties of the position which include the duties listed below..

MAJOR DUTIES:

The incumbent acts as the Chief of Maintenance and Repair (M&R) over the maintenance sections at the Portland VA Medical Center (PVAMC) and Vancouver Divisions. Advises the Chief, Facilities Management on programs, projects, personnel needs, and problems encountered in the administration of the M&R section, and insures the MP-3, JCAHO, NFPA, VA construction standards, Medical Center directives, national and local plumbing and electrical codes and other applicable guidelines are followed when possible. Prepares, recommends and implements both short and long-range plans and programs for the maintenance of both divisions of the Medical Center. Provides guidance, development and coordination for the planning, design, and oversight of maintenance projects. Plans specific objectives for maintenance projects. Prepares detailed cost estimates for use in obtaining maintenance funding and bid evaluation. Prepares correspondence, technical reports, estimates, fact sheets, status reports and schedules as required to complete project assignments. The incumbent is responsible for the operation and repair of all building service equipment, utility distribution systems, emergency electric generating system, boiler plant operations in Vancouver, maintenance of building, maintenance of underground utility systems, installation of small equipment, and repairs and maintenance of other services' CMR items. Supervisory duties include the technical and administrative supervision of the Mechanical/Structural foreman and the Electrical foreman at the Portland Division, direct supervision of the Vancouver Division M&R staff, supervision of the Work Order office staff, the PM coordinator, and the Building Lockdown System coordinator. The incumbent determines the allocation of manpower and materials between sections and hospital divisions to assure that deadlines are being met and all necessary tasks are being accomplished.

THIS POSITION IS EXCLUDED FROM THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: U.S. Office of Personnel Management Qualification Standards Handbook for GS-801 series applies and may be reviewed in the Human Resources Management Service office. Regulatory requirements such as "time-in-grade" and "time after competitive appointment" are applicable.

Basic Requirements: The incumbent must demonstrate the ability to assign to and review work of subordinates, train and work effectively with subordinates from a variety of backgrounds and with different levels/ areas of training. Accomplish the quality and quantity of work expected within set limits of cost and time. Plan own work and carry out assignments effectively. Communicate with other effectively both orally and in writing in working out solutions to problems or questions related to the work. Understand and further management goals as these affect day-to-day

(Continued on next page)

work operations. Develop improvements in or design new work methods and procedures.

Deal effectively with individuals or groups representing widely divergent backgrounds, interests, and points of view. Plan and adjust work operations to meet changing or emergency program or production requirements within available resources and with minimum sacrifice of quantity or quality of work. Establish program objectives or performance goals and assess progress toward their achievement. Coordinate and integrate the work activities and resources of several organizational segments or of several different projects. Analyze organizational and operational problems and develop timely and economical solutions. Represent the activity both within and outside the organization or agency to gain support for the agency's program goals.

Basic Education Requirements:

A. Degree: professional engineering. To be acceptable, the curriculum must: (1) be in a school of engineering with at least one curriculum accredited by the Accreditation Board for Engineering and Technology (ABET) as a professional engineering curriculum; or (2) include differential and integral calculus and courses (more advanced than first-year physics and chemistry) in five of the following seven areas of engineering science or physics: (a) statics, dynamics; (b) strength of materials (stress-strain relationships); (c) fluid mechanics, hydraulics; (d) thermodynamics; (e) electrical fields and circuits; (f) nature and properties of materials (relating particle and aggregate structure to properties); and (g) any other comparable area of fundamental engineering science or physics, such as optics, heat transfer, soil mechanics, or electronics. **(** *Please submit a copy of your college transcripts with your application***)**

OR

B. Combination of education and experience--college-level education, training, and/or technical experience that furnished (1) a thorough knowledge of the physical and mathematical sciences underlying professional engineering, and (2) a good understanding, both theoretical and practical, of the engineering sciences and techniques and their applications to one of the branches of engineering. The adequacy of such background must be demonstrated by one of the following:

a. *Professional registration*--Current registration as a professional engineer by any State, the District of Columbia, Guam, or Puerto Rico. Absent other means of qualifying under this standard, those applicants who achieved such registration by means other than written test (e.g., State grandfather or eminence provisions) are eligible only for positions that are within or closely related to the specialty field of their registration. For example, an applicant who attains registration through a State Board's eminence provision as a manufacturing engineer typically would be rated eligible only for manufacturing engineering positions.

b. *Written Test*--Evidence of having successfully passed the Engineer-in-Training (EIT) examination, or the written test required for professional registration, which is administered by the Boards of Engineering Examiners in the various States, the District of Columbia, Guam, and Puerto Rico. Applicants who have passed the EIT examination and have completed all the requirements for either (a) a bachelor's degree in engineering technology (BET) from an accredited college of university that included 60 semester hours of courses in the physical, mathematical, and engineering sciences, or (b) a BET from a program accredited by the Accreditation Board for Engineering and Technology (ABET) may be rated eligible for certain engineering positions at GS-5. Eligibility is limited to positions that are within or closely related to the specialty field of the engineering technology program. Applicants for positions that involve highly technical research, development, or similar functions requiring an advanced level of competence in basic science must meet the basic requirements in paragraph A.

Because of the diversity in kind and quality of BET programs, graduates of other BET programs are required to complete at least 1 year of additional education or highly technical work experience of such nature as to provide reasonable assurance of the possession of the knowledge, skills, and abilities required for professional engineering competence. The adequacy of this background must be demonstrated by passing the EIT examination.

c. *Specified academic courses*---Successful completion of at least 60 semester hours of courses in the physical, mathematical, and engineering sciences and in engineering that included the courses specified in the basic requirements. The courses must be fully acceptable toward meeting the requirements of a professional engineering curriculum as described in paragraph A.

d. *Related curriculum*--Successful completion of a curriculum leading to a bachelor's degree in engineering technology or in an appropriate professional field, e.g., physics, chemistry, architecture, computer science, mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering, provided the applicant has had at least 1 year of professional engineering experience acquired under professional engineering supervision and guidance. Ordinarily there should be either an established plan of intensive training to develop professional engineering competence, or several years of prior professional engineering-type experience, e.g., in interdisciplinary positions. (The above examples of related curricula are not all-inclusive.)

Specialized Experience: One (1) year of experience that equipped the applicant with the thorough knowledge, of professional engineering and management skills in engineering maintenance and operations of a large complex. A broad background of engineering training, education, planning, directing, coordinating, operating and evaluating work/mission of the Section. To be creditable, specialized experience must have been equivalent to at least the next

lower grade level.

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.

GS-11:

1. Knowledge of general engineering concepts, principles, and practices.

2. Ability to manage, plan, and supervise through subordinate managers in order to achieve a high level of productivity and goals and objectives of the service.

3. Ability to communicate orally and in writing for the purpose of providing guidance and instruction to subordinate staff and management officials at all levels.

For GS-12: (Complete in addition to KSA's for GS-11)

4. Knowledge of federal regulations, state and federal laws, and Joint Commission of the Accreditation of Healthcare Organizations (JCAHO) as related to all aspects of the mission of Facilities Management.

5. Ability to prepare detailed cost estimates for use in obtaining annual maintenance funding and bid evaluation.

For GS-13: (Complete in addition to KSA's for GS-11 & GS-12)

6. Knowledge of architectural, civil, structural, mechanical and electrical engineering concepts, principles, and practices applicable to the full range of duties concerned with: the operation and repair of all building service equipment, utility distribution systems, emergency electric generating system, boiler plant operations, maintenance of buildings, maintenance of underground utility systems, installation of small equipment, and repairs and maintenance of all other services EIL items.

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

Applicants without prior federal service will be appointed at step one of the grade

Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.

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.

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 pre-employment physical examination will be required for an applicant who is tentatively selected.

Employee selected must serve a one (1) year probationary period for managers/supervisors as contained in 5 USC 315, unless she/he has already served the required supervisory period.

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. VAF 4676a, Employee Supplemental Qualifications Statement
3. VAF 4667b, Supervisory Appraisal of Employee for Promotion is optional but recommended.
4. 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. 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. VAF 4676a, Employee Supplemental Qualifications Statement
3. VAF 4667b, Supervisory Appraisal of Employee for Promotion is optional but recommended.
4. OF-306, Declaration for Federal Employment (January 2001 version or later).
5. Latest SF-50, Notification of Personnel Action
6. Latest performance appraisal

Non VA 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 (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.
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 education is required).
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 8/31/2009 (except as noted above). 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: MP-09-0281-PP
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.**