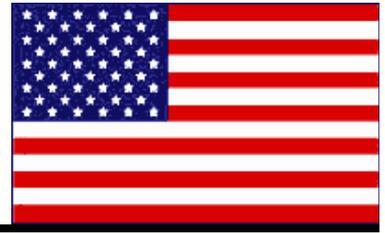




PORTLAND VA MEDICAL CENTER

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



NOTICE OF VACANCY

1. <u>Announcement Number</u> T-07-323-JB	2. <u>Title, Series, Grade, Salary</u> Psychology Technician (Psychometrician) (070520) GS-181-9 \$45,669 to \$59,368 per annum (Based on full-time employment)	3. <u>Tour of Duty</u> Days M-F	4. <u>Duty Station</u> Mental Health Division, Portland Division
5. <u>Type & Number of Vacancies</u> Temporary NTE 1 year & 1 day 1 Full-time position	6. <u>Contact</u> Human Resources Assistant 503-220-8262 x 57317	7. <u>Opening Date</u> 3/14/07	8. <u>Closing Date</u> Until Filled 1st consideration 3/20/07

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Any US Citizen

MAJOR DUTIES:

The incumbent is a Neuropsychology Technician assigned to work in neuropsychological assessment and psychological testing in the Mental Health and Neurosciences Division. The incumbent performs the administration and scoring of individually administered neuropsychological test batteries, other neuropsychological instruments, psychological measures, behavioral rating scales, and other assessment techniques for the purposes of assuring prompt response to evaluative referral requests and for purposes of assisting in the determination of neurobehavioral and psychiatric status. The incumbent is responsible for the accuracy and validity of obtained test results and interacts with veterans with a wide variety of medical, neurological, and psychiatric diagnoses. The work of the incumbent is critical in the delivery of quality consultation service and in the determination of diagnostic impressions, treatment recommendations, and treatment interventions of individual patients. Performs neuropsychological assessment procedures to include conducting structured interviews and administering standard tests of intelligence and achievement, standard tests of memory functioning, traditional structures of speech-language functions, traditional cognitive screening tools, the Halstead-Reitan and other extended batteries designed to assess neuropsychological status. Assists in the training of psychology students, pre-doctoral interns, post-doctoral fellows, and research technicians in the proper administration and scoring of neuropsychological assessment procedures, in the adaptation of assessment procedures to meet the demands of special patient populations, and in the policies and procedures of department assessment and therapeutic practice. Schedules or serves as a contact for scheduling of referrals for neuropsychological assessment, treatment, or research.

THIS POSITION IS IN THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: Department of Veterans Affairs Qualifications Standards (VA Handbook 5005, Part II, Appendix F5) for GS-181 series applies and may be reviewed in the Human Resources Management Service office.

Basic Requirements:

Education: Bachelor's degree from an accredited college or university with a major in an appropriate social or biological science, which included or was supplemented by 12 semester hours in psychology. Please submit a copy of your college transcripts with application packet.

Experience: Two years of technical work under the direction of a professional psychologist in a program of professional services, training or research.

Quality of Experience: Candidates for this position must have had at least 6 months of experience comparable in difficulty and responsibility to the next lower grade in the Federal service, or 1 year comparable to the second lower grade.

Substitution of Education for Experience: Graduate education or an internship meets the specialized experience required above GS-5 only in those instances where it is directly related to the work of the position. Two full years of graduate education or a master's degree meets the requirements for GS-9. One year of full-time graduate education is considered to be the number of credit hours that the school attended has determined to represent 1 year of full-time study..

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 rating factors will result in applicant not being referred for the position:

1. Knowledge and experience administering and scoring a wide range of neuropsychological assessment procedures.
2. Ability to perform structured mental health diagnostic interviews.
3. Ability to provide screening, problem-focused and extensive neuropsychological assessments for medical, neurological, surgical and psychiatric patients.
4. Ability to establish a testing environment with many types of patients which elicits maximal motivation to complete testing tasks to the very best of one's ability.

(Continued on next page)

5. Knowledge of the full range of combat related head injuries experienced by current combat veterans, including short and long term sequela of mild, moderate and severe TBI.
6. Ability to assist in the training of psychology interns, practicum students, and technicians for assessment purposes.

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.

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.

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).

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:

US Citizens 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).

All application packets must be received in Human Resources by Close of Business (COB) on 3/20/07 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:T-07-323-07
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.**