

**Department of Veterans Affairs
Human Resources Center-Jackson
1600 E. Woodrow Wilson Ave., 3rd Floor
Jackson, MS 39216**

JOB ANNOUNCEMENT

**FEDERAL CAREER INTERN OPPORTUNITY
Recruitment Bonus May Be Authorized**

Position: Civil Engineer
GS-810-7 Target 9/11/12/13 or
GS-810-9 Target 11/12/13

Announcement No.: 2005-23a-AT

Number of Hours/Week: 40 Hours

Promotion Potential: GS-13

Number of Positions: One

Salary: GS-7: \$34,807 - \$45,250 per annum
GS-9: \$42,576 - \$55,345 per annum

Opening Date: April 18, 2005

Closing Date: Open Until Position is Filled.

Relocation Expense may be authorized

Bargaining Unit: Yes No

Position Assigned To/Duty Location:

Department of Veterans Affairs, Nat'l. Cemetery Admin.
Memorial Service Network (MSN) II, **Decatur, GA**

For More Information:

Lana Lewis, HR Specialist, HR Center-Jackson, MS at
601 364-7202 or Donna Keil, HR Liaison, VA Regional
Office, Decatur, GA at 404 929-5848

You must be a U.S. Citizen to apply.

TRAVEL REQUIRED: Up to 50% of the time to visit any of the national cemeteries or proposed national cemetery sites to provide professional input into development of pre-placed crypts and columbaria, as well as the contracting phase of acquiring these products.

The **Career Intern Program (CIP)** is a two year training program in the excepted service which provides the participant with experience and training directly related to the participant's career goals and the goals of the National Cemetery Administration. Upon successful completion of the CIP, employees may be converted without competition to career-conditional appointments in Federal service.

Interns will receive the following benefits while working for the agency:

- Earn vacation and sick time,
- Will be covered under the Federal Employees Retirement System and subject to retirement deductions from their pay,
- Covered under Social Security and will have deductions taken from their pay,
- Eligible for health and life insurance. Cost of premiums is split between the agency and the employee.

NOTE: Promotion to a target grade is not guaranteed. All legal and regulatory requirements for promotion to the next higher grade must be met; subsequent promotion to the next higher grade is dependent on the selectee's demonstration of the ability to perform the duties of that grade to the satisfaction of the supervisor; and sufficient volume of work must be available.

DUTIES AND RESPONSIBILITIES: This is a developmental position. The incumbent of this position will perform the duties of this position under close daily supervision. The full performance level of this position

is GS-13. Duties at the full performance level include but are not limited to the following: Incumbent serves as a General Project Engineer who is responsible for the engineering analysis, development, design and the preparation of complete plans and specifications for new engineering projects within the MSN II Area. In this capacity he/she is responsible for assisting the Senior Civil Engineer in the oversight of all MSN II construction projects. Assignments include all engineering design phases of complex construction, extension, alteration, maintenance and repair projects for the MSN II Area. He/she is independently responsible and held accountable for determining necessary action in the development and completion of design projects, coordination of project staff that may include non-VA architects, engineers, and technicians.

Provides assistance to professional engineers and non-professional engineering support technicians, Contracting Officers and administrative support personnel, in the oversight, direction and/or administration of the design, construction and/or placement of precast crypts and columbaria at national cemetery facilities, **nationwide**. In this capacity, provides guidance, direction, and policy interpretation on sensitive and complex issues in support of the acquisition and administration of minor and major construction projects.

It is preferable at the GS-7 and GS-9 levels that the candidates be familiar with the Contract Officer Technical Representative (COTR) requirements.

Serves as "national roving consultant" and advisor that may be called upon to initiate investigations and studies to develop precast concrete design criteria and to find solutions to critical problems in precast concrete design, construction, or operations.

QUALIFICATION REQUIREMENTS:

Basic 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.

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:
1. *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.
 2. *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.

3. *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.

4. *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 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.)

In addition to the basic requirements, the following is required:

GS-7: 1 year of specialized experience equivalent to the GS-5 grade level.

GS-9: 1 year of specialized experience equivalent to the GS-7 level.

Specialized experience is experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position.

Specialized experience is defined as nonroutine engineering work that required and was characterized by (1) professional knowledge of engineering; (2) professional ability to apply such knowledge to engineering problems; and (3) positive and continuing development of professional knowledge and ability.

Additional Experience and Training Provisions for Graduates of Professional Engineering Curricula:

- a. Superior academic achievement at the baccalaureate level in a professional engineering curriculum is qualifying for GS-7.
- b. A combination of superior academic achievement and 1 year of appropriate professional experience is qualifying at GS-9.
- c. Applicants with an engineering degree who have appropriate experience as a technician equivalent to grade GS-5 or higher may have such experience credited for grade GS-7 only on a month-for-month basis up to a maximum of 12 months.
- d. Successful completion of a 5-year program of study of at least 160 semester hours leading to a bachelor's degree in engineering is qualifying at GS-7. Completion of such a program and 1 year of appropriate professional experience is qualifying at grade GS-9.

Note: Superior Academic Achievement (SAA) is based on a GPA of 3.0 or higher out of a possible 4.0 ("B" or better) as recorded on the official transcript or as computed based on four years of education; Class Standing-upper third of the graduating class in college, university, or major subdivision such as College of Liberal Arts or School of Business Administration; or Election to membership in a national scholastic honor society. Applicants must provide documentation (transcript or letter from Dean or Registrar or honor society) to receive consideration.

APPLICANT PLEASE NOTE: Education that you include on your application/resume or refer to in response to Knowledge, Skills, and Abilities 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 for positions with a positive education

requirement.) Education/coursework may be used as evidence of self-development and be judged as enhancing qualifications even when a position does not require a degree. 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 web site: <http://www.ed.gov/admins/finaid/accred/index.html>. All education claimed will be verified.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED: Candidates should submit a narrative statement with specific responses to the following KSAs:

1. Knowledge of and ability to use architectural, engineering design, construction practices, plans, specifications, and cost estimating principles.
2. Ability to provide assistance to projects under construction and knowledgeable of compliance with plans and specifications.
3. Ability to advise on administrative issues on projects under construction.
4. Ability to communicate clearly in writing with people from a variety of backgrounds.
5. Ability to communicate orally.
6. Ability to work under stressful conditions and maintains self control.
7. Ability to use CAD (AutoCAD or Micro-station).

HOW TO APPLY: Applicants must submit the following documents:

1. An Optional Form (OF) 612, Standard Form (SF) 171, Application for Federal Employment, or a resume containing required information as described in the OPM Form OF-510, Applying for a Federal Job;
2. OF 306, Declaration of Federal Employment;
3. Veterans must provide a copy of their DD-214 (which shows type of discharge). If applicable, completion of SF-15, Claim for 10-point Veterans Preference, and a letter dated within the last 12 months from the Dept. of Veterans Affairs or Armed Forces branch which certifies that you are in receipt of compensation is required.
4. Narrative responses that describe how you possess the Knowledge, Skills, and/or Abilities listed above. If using bond paper, ensure the announcement number and your name are listed at the top of each page; and
5. Working copy of college transcript/s. If selected, applicant must provide official transcript/s.

Forms website: www.opm.gov/forms.

Materials submitted, as a part of your application, will not be returned.

Failure to submit a complete package will result in loss of consideration.

Submit your application package to the following address.

**Veterans Benefits Administration
Human Resources Center—Jackson
Attn: Lana Lewis, HR Specialist
1600 E. Woodrow Wilson Ave., 3rd Floor
Jackson, MS 39216**

Actions to fill this position will not be based on discriminatory factors that are prohibited by law.

VBA provides reasonable accommodation to individuals 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 a reasonable accommodation will be on a case by case basis.

Continued employment in this position is conditioned upon favorable adjudication of a **Background Investigation per VA Handbook 0710**. An investigation will be conducted after the effective date of the selection. Persons receiving unfavorable adjudication are ineligible to remain in this position.

