

UNITED STATES DEPARTMENT OF AGRICULTURE
Animal and Plant Health Inspection Service
CASE EXAM ANNOUNCEMENT #: 24-87-174

POSITION: Animal Health Technician
Career Conditional
Full Time

SERIES/GRADE: GS-0704-5/6/7
Promotion potential: GS-07

LOCATION: Veterinary Services, Eastern Region
To Be Determined, Eastern NY

SALARY: Range for GS-05: \$25,697 to \$33,402 (incl. 9.62 % locality pay)
Range for GS-06: \$28,644 to \$37,237 (incl. 9.62% locality pay)
Range for GS-07: \$31,830 to \$41,380 (incl. 9.62% locality pay)
*Salary may be higher based upon duty location.

WHEN TO APPLY: 12/01/03 TO 12/22/03
*Application packages must be postmarked by 12/22/03

MAIL OR FAX: USDA, MRP, Minneapolis Business Site, Staffing
100 North Sixth Street, Suite 510C
Minneapolis, MN 55403
Fax: (612) 370-2209 or (612) 370-2366
*Do not use government postage paid envelopes

If application is submitted by mail, it must be postmarked by the closing date of the announcement to receive consideration. Hand delivered or faxed applications must be received by the closing date.

WHO MAY APPLY?

This announcement is open to all United States citizens.

*** THE NAMES AND NUMBERS OF 2 PROFESSIONAL AND 2 CHARACTER REFERENCES ARE REQUIRED WITH APPLICATION PACKAGE ***

WHAT ARE THE DUTIES?

The duties described are for the full-performance level. At developmental grade levels, assignments will be of more limited scope, performed with less independence and limited complexity

The incumbent serves as an Animal Health Technician responsible for nonprofessional-technical and specialized work involved in a variety of animal disease control and eradication programs. Typical assignments may include, but are not necessarily limited to, the following duties: Inspects and

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tests livestock and poultry located on ranches, farms, auction markets, etc., for carriers of diseases such as parasites and vector and for indications of diseases such as brucellosis, bluetongue, sheep and cattle scabies, cattle fever ticks and other ticks, screwworms, scabies, and other diseases and carriers, both foreign and domestic; makes arrangements with owners for testing cattle for brucellosis; contacts owners of the diseased or exposed animals, inquires as to when the disease first appeared, the symptoms exhibited, how the disease progressed, and any losses by death; inspects animal dealers' and exhibitors' premises for compliance with requirements of the Animal Welfare Act and the Horse Protection Act. Inspects animals such as cattle, sheep, swine, and horses moving in interstate commerce for visible evidence of disease and to assure compliance with Federal-State regulations pertaining to interstate and intrastate movements; conducts routine phases of investigations of violations of Federal interstate regulations regarding the movement of animals.

ARE THERE SPECIAL CONDITIONS OR REQUIREMENTS?

- * As a condition of employment, appropriate security clearance is required for this position.
- * Males born after 12/31/59 must be registered with the selective service
- * Subject to satisfactory completion of 1-year probationary period
- * This position is subject to unscheduled overnight details of undetermined lengths in the event of animal health emergencies or other conditions requiring immediate response, as required by the Agency.
- * Selectees are required to attend an Orientation and four core courses that cover Foreign Animal Diseases, Basic Epidemiology, Emerging Issues in Agriculture, and VS Program Diseases. After completion employees have an awareness of the agency's future direction, how the programs, initiatives and issues fit together, and an appreciation for their own role in the organization. Selectees will be subject to a mobility agreement that will be in effect for three years from the date of their appointment.
- * 1-5 nights of travel per month are required.

FAILURE TO SUBMIT ALL REQUIRED DOCUMENTS AND INFORMATION REQUESTED BY THE CLOSING DATE OF THIS ANNOUNCEMENT MAY RESULT IN YOUR NOT RECEIVING FULL CONSIDERATION. APPLICANTS' QUALIFICATIONS WILL BE EVALUATED SOLELY ON THE INFORMATION SUBMITTED IN THEIR APPLICATIONS.

DO I QUALIFY?

To qualify, all applicants **MUST** meet all qualification requirements by the closing date of the announcement.

QUALIFICATION REQUIREMENTS: Applicants must have 1 year of specialized experience equivalent in level of difficulty and responsibility to the next lower level in the Federal service. This experience is typically in, or related to, the work of the position being filled and must have equipped the applicant with the knowledge, skills, and abilities listed below.

Examples of specialized experience include work:

- * As a laborer, manager, or owner of a livestock ranch or farm involving direct work with livestock.
- * With livestock in a feed lot.

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- * As a Livestock Market Inspector.
- * As an Animal Welfare Inspector.
- * As an assistant to a Veterinarian who works with livestock.

OR

EDUCATION SUBSTITUTION AT THE GS-5 GRADE LEVEL: Successful completion of a full 4-year course of study leading to a bachelor's degree from an accredited college or university with major study or at least 24 semester hours of courses in zoology, biology, chemistry or agricultural subjects.

OR

COMBINATION OF EDUCATION & EXPERIENCE AT THE GS-5 GRADE LEVEL: Combination of successfully completed post high school level education and experience may be used to meet total qualification requirements.

THERE IS NO EDUCATION SUBSTITUTION AT THE GS-6 & GS-7 GRADE LEVELS.

WHAT KNOWLEDGE, SKILLS AND ABILITIES (KSAs) ARE NEEDED?

The following KSAs are needed for you to be successful in the job. You should individually address each one. This information will determine your rating and whether you may be selected. (Please be precise and specific.)

1. Ability to recognize the presence of animal disease or unusual animal health conditions.
2. Ability to work with small and large animals.
3. Ability to understand and apply laws, regulations, policies, or procedures.
4. Ability to plan and organize work.
5. Skill in communicating and gaining the cooperation of others. (Who and Why?)

WHAT ARE THE QUALIFICATION REQUIREMENTS FOR CTAP APPLICANTS?

Individuals who have special priority selection rights under the Agency Career Transition Assistance Program (CTAP) or the Interagency Career Transition Assistance Program (ICTAP) must be well qualified for the position to receive consideration for special priority selection. CTAP and ICTAP eligibles will be considered well qualified if they meet the qualification requirements listed above; meet all KSAs; and will be able to satisfactorily perform the duties of the position upon entry.

Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605 (a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting

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current position, grade level, and duty location. Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.

WHAT MUST MY APPLICATION INCLUDE?

Your application (i.e., OF-612, resume, or SF-171) MUST include:

- * Announcement Number, Title, Series, and Grade(s) for which you are applying
- * Your Name, Address and Phone Number(s)
- * Social Security Number
- * Country of Citizenship
- * Documentation of Education - Begin with high school and list all institution names, dates of degree completion, and GPA's. If you meet qualifications based on your college education, include a copy of your transcripts or list of courses with grades and credits. All applications must be translated into English. NOTE: Foreign education must be evaluated by an approved organization specializing in this. Also, include an English translation of the foreign transcript.
- * Work History - Describe previous work applicable to this position. **INCLUDE DATES (M/D/Y), HOURS PER WEEK; AND, IF FEDERAL CIVILIAN EMPLOYMENT, INCLUDE THE SERIES AND GRADE LEVEL. IF THIS INFORMATION IS NOT INCLUDED, THE EXPERIENCE CANNOT BE CREDITED.**
- * Veteran's Preference Claim, if applicable. If claiming 5 point veterans' preference, a DD-214 member 4 copy, for each period of service must be submitted. If claiming 10 point preference, submit a DD-214 and an SF-15 with the documentary proof required, such as a current letter from the Veteran's Administration dated within the last 12 months. Visit www.opm.gov/veterans/index.htm for more information about veteran's preference.
- * For announcements advertising multiple grade levels indicate on your application or resume, the lowest grade or salary that you will accept. If you are found to be qualified you will be considered for the grade level(s) you stated as acceptable. However, if you are not found qualified for the grade level(s) you stated as acceptable, you will not be referred. If your application does not specify the lowest grade or salary acceptable to you, you will be considered for all grade level(s) for which you qualify.

WHERE DO I GET MORE INFORMATION?

For help on preparing your application, refer to OF-510 "Applying for a Federal Job"

OR

Visit www.opm.gov/forms/pdfimage/of0510.pdf

OR

Call (612) 336-3500 to request a copy of the announcement.

OR

E-mail: MN.Staffing.Help.Desk@aphis.usda.gov

SPECIAL NOTES:

Applications from eligible persons not selected for appointment will be held for 90 days.

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More than one selection may be made if another vacancy occurs within 90 days of the certification of eligibles.

Candidates will be considered without discrimination for any non merit reasons such as race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.)

Persons with disabilities who require alternative means for communication of program information (Braille, large print, audio tape, etc) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W Whitten Building, 14th and Independence Avenue SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

This agency provides reasonable accommodation 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.

*****EMPLOYMENT MOBILITY AGREEMENT ***** I understand that in accepting this position as Animal Health Technician, I will be subject to reassignment and/or change in geographical location as the needs of the Service so require. I hereby agree to accept any such reassignment or relocation to any geographical location in the United States. I also understand that if I separate or resign, rather than accept a reassignment or geographical job relocation, I will not be entitled to severance pay or be eligible to apply for retirement based on discontinued service. In the event I am assigned to some other position requiring a Mobility Agreement, this Agreement will remain in effect.

Signature _____ Date _____