

## Trust determination process

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## Announcement number

24-CHI-OCR-12184332-DP

## Control number

757632300

# This job is open to



## The public

U.S. Citizens, Nationals or those who owe allegiance to the U.S.

## Duties

- Duties listed are at the full performance level.
- Provide guidance for the development of wildlife and/or habitat management plans.
- Inspect habitat improvement projects and recommend habitat protection or improvements.
- Prepare project work plans and coordinate work with other personnel, such as timber, recreation, and minerals management.
- Develop the annual work plan.
- Participate on interdisciplinary teams and review environmental assessments to determine the adequacy of coordination of wildlife needs.
- Prepare or review biological evaluations for threatened, endangered, or sensitive species.
- Provide leadership in inventories and evaluation of habitat conditions and needs for upland game, small game, waterfowl, fur-bearers, and non-game species.

## Requirements

### Conditions of Employment

- Must be a U.S. Citizen or National.
- Males born after 12-31-59 must be registered for Selective Service or exempt.
- Subject to satisfactory adjudication of background investigation and/or fingerprint check.
- Successful completion of one-year probationary period, unless previously served.
- Per Public Law 104-134 all Federal employees are required to have federal payments made by direct deposit to their financial institution.
- Successfully pass the E-Verify employment verification check. To learn more about E-Verify, including your rights and responsibilities, visit E-Verify.

### Qualifications

In order to qualify, you must meet the [eligibility](#)

<http://www.usajobs.gov/Help/faq/application/eligibility/difference-from-qualifications/> and [qualifications](#)

<http://www.usajobs.gov/Help/faq/application/eligibility/difference-from-qualifications/>

requirements as defined below by the closing date of the announcement. For more information on the qualifications for this position, visit the [Office of Personnel Management's General Schedule Qualification Standards](#).

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/#url=List-by-Occupational-Series>

Your application and resume must clearly show that you possess the experience requirements. **Transcripts must be provided for qualifications based on education. Provide course descriptions as necessary.**

#### Basic Requirement: 0486 series:

**Degree:** Successful completion a full 4-year course of study leading to a bachelor's or higher degree in biological science that included: at least **9 semester hours** in such wildlife subjects as mammalogy, ornithology, animal ecology, wildlife management, or research courses in the field of wildlife biology; and at least **12 semester hours** in zoology in such subjects as general zoology, invertebrate zoology, vertebrate zoology, comparative anatomy, physiology, genetics, ecology, cellular biology, parasitology, entomology, or research courses in such subjects (excess courses in wildlife biology may be used to meet the zoology requirements where appropriate); and at least **9 semester hours** in botany or the related plant sciences;

**-OR-**

A combination of education and experience, equivalent to a major in biological science (i.e., at least 30 semester hours), with at least 9 semester hours in wildlife subjects, 12 semester hours in zoology, and 9 semester hours in botany or related plant sciences, as shown above, plus appropriate experience or additional education.

**In addition to meeting the basic requirement, you must also possess experience and/or directly related education in the amounts listed below.**

#### Specialized Experience Requirement:

**For the GS-09:** You must have **one year** of specialized experience equivalent to the **GS-07** in the Federal service. *Specialized experience is defined as meeting at least one of the following:*

- Served as a professional wildlife biologist in the administration of a wildlife program;
- Performed common qualitative and quantitative analyses of wildlife resources;
- Conducted surveys and drafting tentative professional opinions to assist in determining wildlife resource needs and remedies;

- Assisted in carrying out a range of analytical/scientific assignments in the wildlife biology profession that included researching and analyzing data, issues, and information that support wildlife project recommendations.

**-OR-**

A master's or equivalent graduate degree or 2 full years of progressively higher level graduate education (36 semester/54 quarter hours) leading to such a degree in a related field.

**-OR-**

An appropriate combination of specialized experience and education (only graduate education in excess of 18 semester hours may be used to qualify applicants for this grade level, related to the position). The education must have been obtained in an accredited college or university and demonstrate the knowledge, skills, and abilities necessary to do the work.

**For the GS-11:** You must have **one year** of specialized experience equivalent to the **GS-09** in the Federal service. *Specialized experience is defined as meeting at least one of the following:*

- Provided input in the wildlife management program by gathering, compiling, and analyzing data to determine environmental conditions, characteristics, and values, and the interrelationship of wildlife resources with other resources;
- Analyzed data and recommended solutions to problems involving a limited section of wildlife resources issues, e.g., interpreting the effect and impact of changes on wildlife habitat as a result of specific resource activities;
- Provided input in the preparation, maintenance, and revision of wildlife plans that involved interpretation of data obtained from studies and field surveys.

**OR**

Three (3) years of progressively higher level graduate education leading to a Ph.D. or equivalent doctoral degree directly related to the position.

**OR**

A combination of specialized experience and graduate level education (beyond 36 semester hours) that is directly related to this position that together meets the qualification requirements for this position. The education must have been obtained in an accredited college or university and demonstrate the knowledge, skills, and abilities necessary to do the work.

**Work Experience:** Your resume must clearly document the following for each block of work experience; the beginning day, month and year the work assignment started and ended; the hours worked per week; position title, and series and grade if applicable; and description of duties performed. This information must be provided for each permanent, temporary, or seasonal appointment/work assignment or volunteer work and should be clearly documented as a separate block of time. Incomplete, inaccurate, or conflicting work history may not be credited for qualifications purposes. This can result in an applicant not being considered for the position.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

## Education

See above for education that may be qualifying.

## Additional information

The USDA Forest Service has legislative authority to recruit and fill Permanent (Career/Career-Conditional), Temporary, and Term Appointments under the USDA Demonstration Project. Under this authority, any U.S. citizen may apply.

[Career Transition Assistance Plan \(CTAP\), Reemployment Priority List \(RPL\), or Interagency Career Transition Assistance Plan \(ICTAP\)](http://www.opm.gov/policy-data-oversight/workforce-restructuring/employee-guide-to-career-transition/)  
<http://www.opm.gov/policy-data-oversight/workforce-restructuring/employee-guide-to-career-transition/>

: To exercise selection priority for this vacancy, CTAP/RPL/ICTAP candidates must meet the basic eligibility requirements and all selective factors. CTAP/ICTAP eligibles must meet the agency's definition for a quality candidate as provided in the How You Will Be Evaluated section of this announcement to be considered.

If you are selected for a position with further promotion potential, you will be placed under a career development plan, and may be non-competitively promoted if you successfully complete the requirements and if recommended by management. However, promotion is not guaranteed.

This position may be eligible to telework up to four days per week, based upon the duties of the position. This position may also be eligible for flexible work arrangements as determined by agency policy and any applicable collective bargaining agreements.

The Forest Service may use certain incentives and hiring flexibilities, currently offered by the Federal government, to attract highly qualified candidates. Additional information is available at <https://www.opm.gov/policy-data-oversight/pay-leave/pay-and-leave-flexibilities-for-recruitment-and-retention/>  
<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.opm.gov%2Fpolicy-data-oversight%2Fpay-leave%2Fpay-and-leave-flexibilities-for-recruitment-and-retention%2F&data=04%7C01%7C%7C0096aa4601984888916d08d915428378%7Ced5b36e701ee4ebc867ee03cfa0d4697%7C0%7C0%7C637564198105039832%7CUnknown%7CTVfbpGZsb3d8eyWjIoiM4wljAwMDAiLcJQIjoiV2luMzIiLC>

Positions filled from this announcement may be a bargaining or a non-bargaining unit position represented by either NFFE, AFGE or NAGE.

Forest Service daycare facilities may be available.

Government Housing may be available.

**THIS IS AN OPEN CONTINUOUS ANNOUNCEMENT.** This type of announcement provides the Forest Service with a readily available source of applicants when vacancies occur. Eligibility and qualifications will be verified when there is a vacancy for the location and grade for which you applied. Information on specific locations where jobs are being filled and the dates when applications are due for these locations can be found at <https://fsoutreach.gdci.com/Outreach>  
<https://fsoutreach.gdci.com/Outreach>

## Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. [Learn more about federal benefits](https://www.usajobs.gov/Help/working-in-government/benefits/)  
<https://www.usajobs.gov/Help/working-in-government/benefits/>

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time or intermittent. Contact the hiring agency for more information on the specific benefits offered.

## How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

You will be evaluated in accordance with the category rating procedure as defined in the USDA Demonstration Project Plan. Applicants who meet the basic minimum qualification requirements established for the position will be placed in the Eligible category. You will be further evaluated against criteria for placement in the Quality category. This evaluation is based on the level of your experience, education, and/or training as determined by your responses to the Assessment Questionnaire. Individuals with veterans' preference are listed ahead of applicants who do not have veterans' preference within each category.

**Note:** If, after reviewing your resume and/or supporting documentation, a determination is made that you have inflated your qualifications and or experience, your score may be adjusted to more accurately reflect your abilities, or you may be found ineligible. Please follow all instructions carefully. Errors or omissions may affect your rating. Providing inaccurate information on Federal documents could be grounds for non-selection or disciplinary action up to including removal from the Federal service.

To view the application form, visit: <https://apply.usastaffing.gov/ViewQuestionnaire/12184332>

## Required Documents

**The following documents are required for your applicant package to be complete. Our office cannot be responsible for incompatible software, illegible fax transmissions, delays in the mail service, your system failure, etc. Encrypted documents will not be accepted. Failure to submit required, legible documents may result in loss of consideration.**

### **Resume that includes**

[\(https://www.usajobs.gov/Help/fag/application/documents/resume/what-to-include/\)](https://www.usajobs.gov/Help/fag/application/documents/resume/what-to-include/)

: 1) personal information such as name, address, contact information; 2) education; 3) detailed work experience related to this position as described in the responsibilities section including work schedule, hours worked per week, dates of employment; title, series, grade (if applicable); 4) supervisor's phone number and whether or not the supervisor may be contacted for a reference check; 5) other qualifications.

**If education is required or you are using education to qualify, you must submit a copy of your college transcripts.** An unofficial copy is sufficient with the application; however, if you are selected, you will be required to submit official transcripts prior to entering on duty. Education must have been successfully obtained from an accredited school, college or university. If any education was completed at a foreign institute, you must submit with your application evidence that the institute was appropriately accredited by an accrediting body recognized by the U.S. Department of Education as equivalent to U.S. education standards. There are [private organizations](https://www.naces.org/members)

<https://www.naces.org/members>

that specialize in this evaluation and a fee is normally associated with this service. All transcripts must be in English or include an English translation.

**If claiming veteran's preference, you must submit a DD214, Certificate of Release from Active Duty, which shows dates of service and discharge under honorable conditions.** If currently on active duty you must submit a certification of expected discharge or release from active duty service under honorable conditions not later than 120 days after the date the certification is submitted. Veteran's preference must be verified prior to appointment. Without this documentation, you will not receive veteran's preference and your application will be evaluated based on the material(s) submitted.

**If claiming 10-point veteran's preference you must provide the DD214 or certification requirements (see above bullet), plus the proof of entitlement of this preference as listed on the SF-15 Application for 10-point Veterans' Preference.** The SF-15 should be included but is not required. Failure to submit these documents could result in the determination that there is insufficient documentation to support your claim for 10-point preference. For more information on veterans' preference visit [FEDSHIREVETS](https://www.fedshirevets.gov/job-seekers/veterans-preference/#content)

<https://www.fedshirevets.gov/job-seekers/veterans-preference/#content>

**Surplus or displaced employees eligible for CTAP, RPL, or ICTAP priority must provide: proof of eligibility** (RIF separation notice, notice of proposed removal for declining a transfer of function or directed reassignment to another commuting area, notice of disability annuity termination), SF-50 documenting separation (as applicable), and your most recent SF-50 noting position, grade level, and duty location with your application per 5 CFR 330.

## How to Apply

Please view [Tips for Applicants](#)

[\(https://www.fs.usda.gov/working-with-us/jobs/how-to-apply/\)](https://www.fs.usda.gov/working-with-us/jobs/how-to-apply/)

- a guide to the Forest Service application process.

Read the entire announcement and all instructions before you begin. You must complete this application process and submit all required documents electronically by 11:59p.m. Eastern Time (ET) on the closing date of this announcement.

Applying online is highly encouraged. We are available to assist you during business hours (8:00a.m. - 4:00p.m. (MST), Monday - Friday. If applying online poses a hardship, contact the Agency Contact listed below well before the closing date for an alternate method. All hardship application packages must be returned to Human Resources no later than noon ET on the closing date of the announcement in order for it to be entered into the system prior to the closing date.

This agency provides reasonable accommodation to applicants with disabilities on a case-by-case basis. Contact the Agency Contact to request this.

To begin, in USAJOBS click "Apply" and follow the instructions to attach your resume and required documents, complete the assessment questionnaire, and submit your application.

**NOTE:** Please verify that documents you are uploading from USAJOBS transfer into the Agency's staffing system as there is a limitation to the number of documents that can be transferred. However, once in the Agency's staffing system, you will have the opportunity to upload additional documents. Uploaded documents must be less than 5MB and in one of the following document formats: GIF, JPG, JPEG, PNG, RTF, PDF, TXT or Word (DOC or DOCX). Do not upload Adobe Portfolio documents because they are not viewable.

