



United States Department of the Interior
NATIONAL PARK SERVICE

Katmai National Park/Preserve
P.O. Box 7
King Salmon, AK 99613

RECRUITMENT BULLETIN: **KATM-14-13**
ISSUE DATE: **June 2, 2014**
CLOSING DATE: **June 13, 2014**

***JOBS AVAILABLE THROUGH THE ALASKA LOCAL HIRE PROGRAM--
PUBLIC LAW 96-487***

Katmai National Park & Preserve is accepting applications for a Maintenance Worker position. This is a permanent career seasonal (subject to furlough) position.

POSITION

Maintenance Worker, WG-4749-07
\$27.44 (starting rate)-\$32.01 per hour

DUTY LOCATION

Brooks Camp April through October;
King Salmon the remainder of the year (see appt information)

BENEFITS: Paid holidays, annual and sick leave, retirement, Thrift Savings Plan (similar to a 401K) with matching Government contributions, optional health insurance, and performance-based longevity pay increases.

APPOINTMENT INFORMATION: Permanent, full-time, Career Seasonal (also called Subject to Furlough). A career seasonal position includes annually recurring periods of non-work/non-pay time. The non-pay time for this position may range from 2 to 26 weeks per year depending on funding, workload and other reasons.

This position will be full time (40 hours per week) while working at Brooks Camp April through October. The position may have a mixed schedule that may include full-time, part-time, as-needed, or non-pay (up to 26 weeks) the remainder of the year in King Salmon. Work is subject to funding, weather, or other reasons.

The person hired will be converted to competitive service career or career conditional status after completing two years of continuous satisfactory service in a permanent position and meeting all regulatory requirements.

May involve weekend work or performance of duties before or after "normal" working hours. Government housing may be available. Occasional travel may be required that may include travel in small aircraft or boat.

DUTIES: Works with Project Manager and/or crew leader to perform duties of a general nature necessary for the operation, maintenance and repair of buildings, utility systems, grounds, walkways and trails. This may include carpentry, painting, plumbing, generator operation and maintenance, electrical vegetation removal or other trade duties. Drives large trucks requiring a commercial driver's license. Performs hazmat duties. May perform custodial duties on comfort stations, offices and public use buildings as needed.

WHO CAN APPLY: Any U.S. citizen who has acquired special knowledge or expertise regarding the natural or cultural resources of Katmai National Park and Preserve, by reason of having either lived or worked in or near the park. This level of knowledge would be acquired by having lived or worked in or near the park for at least 12 months, to include all four seasons. Short seasonal residency is not qualifying as this would not provide the level of knowledge or expertise that is gained through experiencing the range of climactic conditions and associated impacts on the resources.

Areas considered near Katmai National Park and Preserve are the Federal Subsistence Areas of Unit 17C, as well as Unit 9A, 9B, 9C, and 9E to include communities of Naknek, King Salmon, Dillingham, Clarks Point, Ekwok, South Naknek, Koliganek, Port Alsworth, Nondalton, Pedro Bay, Iliamna, Newhalen, Kokhanok, Igiugig, Levelock, Egegik, Pilot Point, Ugashik, Port Heiden, Chignik, Chignik Lagoon, Chignik Lake, Perryville, and Ivanof Bay.

QUALIFICATION REQUIREMENTS: Qualifications will be determined by evaluating experience as described in the resume, particularly in the Knowledge, Skills, and Abilities listed below:

- Ability to do the work of a maintenance worker, WG-4749-07, without more than normal supervision.
- Knowledge of carpentry practices.
- Knowledge of painting practices.
- Knowledge of plumbing practices.
- Knowledge of electrical practices.
- Ability to use and maintain tools, vehicles, and equipment.

All qualification requirements must be met by the closing date of this job posting.

CONDITIONS OF EMPLOYMENT:

- Favorable suitability background investigation. Results of the investigation must be adjudicated **prior** to employment.
- Drug testing designated – must receive negative results on a drug test prior to employment, and will be subject to random testing.
- Federal employees are required to utilize Direct Deposit (EFT), for their Federal Salary checks.
- Wearing of the NPS uniform is required.
- Commercial Driver's License (CDL) with Hazmat endorsement required.
- Required to carry a firearm while working at Brooks Camp. Per the Lautenberg Amendment to 18 U.S.C.922(g)(9), effective September 30, 1996, applicants are ineligible for this position if at ANY time they have been convicted of a misdemeanor or felony crime of domestic violence, unless such conviction was expunged, set aside or the applicant received a pardon.
- Must be 18 or older.

HOW TO APPLY:

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY! Incomplete applications may result in non-referral of your application.

Your complete application package must be postmarked or received in this office by the closing date of the announcement. If your application package is postmarked on the closing date it must be received in this office no later than 7 calendar days after the closing date. Hand delivered applications must be received by close of business on the closing date.

A complete application package must include:

1. Resume that provides detailed information about your work experience. Also include the dates worked (for example, June 2009 through August 2010), work schedule (for example, 40 hours per week); the position title; and employer name for each period of employment. (Refer to the "here's what your resume must contain" form for more detailed information *)
2. Qualifications Questionnaire *
3. Completed Local Hire Eligibility Questionnaire *

4. Veterans Preference documents, if claiming Veterans Preference (see below for documents)
5. Optional: Although not required, you are encouraged to submit the attached "Demographic Information on Applicants (OMB 3046-0046) * with your application. Please ensure that it is the last page of your application package, as it is removed from your application before it is forwarded to the selecting official.

* Attached to this announcement, or can be obtained from the park office.

Mail or hand deliver the required forms to Park Headquarters, Katmai National Park/Preserve, P.O. Box 7, King Salmon, AK 99613. Assistance and forms may be obtained from the park office at the address above or by calling 907-246-2105.

It is the applicant's responsibility to provide documentation/proof of claimed status veterans preference, qualifications, and education. *Applicants will not be solicited for further data if that provided is found to be inadequate, illegible, or incomplete.*

Do not submit original documents that you may need in the future, or extra materials such as letters of recommendation, photographs, or award certificates.

We do not accept faxed or electronic resumes or applications, or applications mailed in postage paid government envelopes or through an internal government mail system.

If you make a false statement in any part of your application you may not be hired or you may be fired after you begin work; or you may be subject to fines, imprisonment or other disciplinary action.

VETERAN'S PREFERENCE (for qualifying veterans): To receive Veteran's Preference, your application package must include a copy of the DD-214, Military Discharge, that shows the type of discharge from service (usually the Member 4 copy), or Report of Separation from Active duty if separation was prior to July 1, 1979. If claiming 10-point veteran's preference, you must also provide a completed SF15 (www.opm.gov/forms) and verification documents listed on the SF15. If you are separated and do not have a DD214 yet you may use an official statement of service from your command that you have completed active service and are being discharged under honorable conditions, or provide other official documentation (e.g., documentation of receipt of a campaign badge or expeditionary medal) that proves your military service was performed under honorable conditions. You will not receive veteran's preference if you do not provide this documentation.

If you do not know whether you have preference, [this link](#) can assist you. (www.dol.gov/elaws/vets/vetpref/msservice.htm)

Reasonable Accommodation: This agency provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the park office listed on this announcement. Determinations on requests for reasonable accommodations will be made on a case-by-case basis.

Privacy Act Information: The application you submit for this position contains information subject to the privacy act of 1974 (PL-93-579, 4 USC 552a). We are required to provide you with information regarding our authority and purpose for collecting this data, the routine uses which will be made of it and the effects, if any, of non-disclosure. You are entitled to the same information as it pertains to disclosure of your social security number. Any questions you may have regarding the Privacy Act regulations and the rights it extends can be answered by contacting the park office.

Equal Employment Opportunity: Appointments are made without regard to race, color, age, sex, sexual orientation, religion, political affiliation, national origin, marital status, non-disqualifying handicap condition or any non-merit factor.

QUALIFICATION REQUIREMENTS:

The answers to the following questions and tasks will help us to evaluate your qualifications to perform the duties of the job for which the Park is recruiting.

- Select a statement under each task that best describes your level of experience, education and/or training.
- Describe any experience (paid or unpaid), education, training, awards and self-development as related to the question/skill.
- To receive work credit, your resume or application should confirm your experience and training as stated.
- **A separate answer sheet has been included to record your answers.**

FACTOR 1: Minimum Qualifications.

Ability to do the work of a Maintenance Workers, WG-4749-07, without more than normal supervision. (Screen out)

1. From the descriptions below select one response that best describes how your background meets the basic experience or education requirements for a Maintenance Worker WG-4749-07 position. Read all responses before making your selection. **MARK ONLY ONE RESPONSE.** If you select more than one response, or leave this question blank you will be rated ineligible. Your resume and/or application materials you submit for this announcement must clearly support the answer you claim under this and other questions. If not, your score will be lowered or you will be found not qualified. Any exaggeration of your experience, false statements, or attempts to conceal information may be grounds for rating you ineligible, not hiring you, or for firing you after you begin work.

A. I have experience as a maintenance worker or similar position, where I performed work in carpentry, electrical, painting, and plumbing projects, equipment and vehicle operation, preventive maintenance on vehicles, operate and maintain a diesel generator capable of providing power to multiple buildings, laborer and custodial duties, ground maintenance, and work independently and assist higher-graded employees in construction work. Typical duties include general maintenance for buildings, utility systems, and grounds, including transporting supplies, cleaning offices, installing doors, replacing windows, preparing surfaces for painting, replacing faucets and replacing switches.

B. I have experience as a maintenance worker or a similar position, where I performed work in carpentry, electrical, and plumbing trades. I performed these duties under general supervision. My work was spot checked for compliance with work and safety standards and policies.

C. I have experience performing maintenance duties in at least one of the following trades: carpentry, electrical, painting, and/or plumbing.

D. I am able to perform simple laborer tasks, but I know little or nothing about maintenance work. I do not have on-the-job training or experience in this area.

INSTRUCTIONS: For each task in the following group, choose the statement from the list below that best describes your experience and/or training. Please select only one letter for each item

A- I know little or nothing about this task.

B- I have been trained in how to perform this task, but have not yet performed it on the job.

C- I have performed this task on the job. My work on this task was monitored by a supervisor or senior employee to ensure compliance with proper procedures.

D- I have performed this task as a regular part of a job. I have performed it independently and under normal supervision.

E- I am consulted by others in difficult situations, or I am called on to do unusually difficult jobs.

FACTOR 2: Knowledge of carpentry practices.

1. Perform construction of structures and reconstruction of existing buildings.
2. Set forms for foundations and foundation footings.
3. Construct, install, repair, and replace items such as doors, shelves, supply racks, hardware, frame structures, windows, trim, and cabinets.
4. Replace defective siding, steps, windowsills and thresholds.
5. Replace glass panes and damaged portions of concrete or wooden walks and/or steps.
6. Use power tools such as joiners, planers, table and radial arm saws, skill saws, jig saws, routers, hand-held belt sanders and drills.
7. Repair and replace roofing finishes on steep pitched roofs, hips, valleys and dormers.
8. Experience using wood, fiberglass and asphalt shingle, metal and rolled roofing.

FACTOR 3: Knowledge of painting practices.

9. Prepare wood and metal surfaces for painting using scrapers, sandpaper, steel wool, brushes, rollers, ladders, air and airless sprayers.
10. Apply premixed paints or stains to masonry, gypsum board or wood surfaces using brushes or rollers.
11. Paint a variety of structures such as interior metal, wood and masonry surfaces, wood trim. Structures may include historic or non-historic.
12. Determine painting materials to be used and method of application, including the use of oil, lacquer and latex based paints, stains, varnishes, and thinners.
13. Clean brushes, rollers and spray equipment, and properly handle and dispose of paint waste to include hazardous chemicals.
14. Use proper safety techniques to assemble and move scaffolding, work from ladders, or movable lifts for painting projects at heights greater than twelve feet.

FACTOR 4: Knowledge of plumbing practices.

15. Troubleshoot and repair problems with existing plumbing distribution and venting systems.
16. Complete installation, and modification of various plumbing systems and equipment, e.g., replace defective pipes, fittings, fixtures, and valves.
17. Use and maintain plumbing tools and equipment such as torches, pipe threader, adjustable wrench, snakes, pipe and tubing cutters, air equipment, pliers, or electric sewer auger.
18. Accomplish work from initial layout to final assembly by interpreting and applying building plans, specifications, blueprints, sketches, and plumbing guides/codes.

FACTOR 5: Knowledge of electrical practices.

19. Operate diesel generators up to 100 KW. Perform routine maintenance including changing oil on a schedule, troubleshoot minor issues and restart when necessary.
20. Check, troubleshoot and analyze electrical circuitry using proper equipment to measure: current, voltage and resistance, using electrical test equipment such as: multi meters, audio tone location equipment, ground fault interrupter testing equipment and circuit breaker testers

21. Install, troubleshoot and repair electrical appliances, fans, fixtures, motors and pumps.
22. Install, repair and replace electrical system components such as electrical panels, circuit breakers and buss fuses, light switches, lighting, ballasts and electrical system
23. Troubleshoot, service, maintain Photovoltaic, wind power or alternative power generation systems, which include low voltage charging systems, battery maintenance and low voltage circulation fans and arrays.

FACTOR 6: Ability to operate vehicles and equipment.

24. Operate motor vehicles, trucks and trailers to pick up supplies and transport material.
25. Operate a loader to load and unload supplies, material, and equipment.
26. Operate grounds equipment, such as tractors, skid steer loaders, backhoe type equipment, lawn mowers, edger, trimmers, chainsaws, and leaf blowers.
27. Perform preventative maintenance on equipment and vehicles (i.e. Chain saws, mowers, trimmers, cars, trucks, etc.).
28. Operate a variety of welders for incidental metal work projects.
29. Utilize transits, lasers, and levels to determine grade and proper slope.
30. Safely operate small water craft up to 27 feet in length in large lakes and rivers in a variety of conditions.
31. Perform deckhand duties with the maintenance of equipment and secure loads on vessels up to 65 feet.

FACTOR 7: Business Necessity Questions

INSTRUCTIONS: Please answer Yes or No

32. Do you have Commercial Driver's License with Hazmat Endorsement, or will you be able to obtain one prior to starting work?
 - A. Yes
 - B. No
33. Are you willing to work a Full Time, Career Seasonal (Subject-to-Furlough) with up to 6-months furlough (non-pay/non-duty time)?
 - A. Yes
 - B. No
34. Are you willing to work weekends or holidays if needed?
 - A. Yes
 - B. No

QUALIFICATIONS QUESTIONNAIRE ANSWER SHEET (REQUIRED)

**Maintenance Worker, WG-4749-07
KATM-14-13**

Name (please print legibly): _____

FACTOR 1: Ability to do the work of a Maintenance Workers, WG-4749-07, without more than normal supervision. (Screen out)

For each of the following task statements, please select one from A through E to indicate the skill level you possess for each task.

A- I know little or nothing about this task.

B- I have been trained in how to perform this task, but have not yet performed it on the job.

C- I have performed this task on the job. My work on this task was monitored by a supervisor or senior employee to ensure compliance with proper procedures.

D- I have performed this task as a regular part of a job. I have performed it independently and under normal supervision.

E- I am consulted by others in difficult situations, or I am called on to do unusually difficult jobs.

FACTOR 2: Knowledge of carpentry practices.

01 Mark One. (A) (B) (C) (D) (E)

02 Mark One. (A) (B) (C) (D) (E)

03 Mark One. (A) (B) (C) (D) (E)

04 Mark One. (A) (B) (C) (D) (E)

05 Mark One. (A) (B) (C) (D) (E)

06 Mark One. (A) (B) (C) (D) (E)

07 Mark One. (A) (B) (C) (D) (E)

08 Mark One. (A) (B) (C) (D) (E)

FACTOR 3: Knowledge of painting practices.

09 Mark One. (A) (B) (C) (D) (E)

10 Mark One. (A) (B) (C) (D) (E)

11 Mark One. (A) (B) (C) (D) (E)

12 Mark One. (A) (B) (C) (D) (E)

13 Mark One. (A) (B) (C) (D) (E)

14 Mark One. (A) (B) (C) (D) (E)

FACTOR 4: Knowledge of plumbing practices.

15 Mark One. (A) (B) (C) (D) (E)

16 Mark One. (A) (B) (C) (D) (E)

17 Mark One. (A) (B) (C) (D) (E)

18 Mark One. (A) (B) (C) (D) (E)

FACTOR 5: Knowledge of electrical work practices

19 Mark One. (A) (B) (C) (D) (E)

20 Mark One. (A) (B) (C) (D) (E)

21 Mark One. (A) (B) (C) (D) (E)

22 Mark One. (A) (B) (C) (D) (E)

23 Mark One. (A) (B) (C) (D) (E)

FACTOR 6: Ability to operate vehicles and equipment.

24 Mark One. (A) (B) (C) (D) (E)

25 Mark One. (A) (B) (C) (D) (E)

26 Mark One. (A) (B) (C) (D) (E)

27 Mark One. (A) (B) (C) (D) (E)

28 Mark One. (A) (B) (C) (D) (E)

29 Mark One. (A) (B) (C) (D) (E)

30 Mark One. (A) (B) (C) (D) (E)

31 Mark One. (A) (B) (C) (D) (E)

Factor 7: Business Necessity Questions

32 Mark One. (A) (B)

33 Mark One. (A) (B)

34 Mark One. (A) (B)

ALASKA LOCAL HIRE APPLICANT ELIGIBILITY QUESTIONNAIRE
Maintenance Worker, WG-4749-07
KATM-14-13

This eligibility questionnaire must be submitted with your application package. Please print your name and answer the following:

Your Name: _____

Eligibility Questions

1. How long have you lived or worked in the vicinity of Katmai National Park and Preserve?
 - a. Less than 12 months
 - b. 12 months or more
 - c. I have not lived or worked in or near the park

2. What time of year have you lived or worked in or near Katmai National Park and Preserve? (circle all that apply)
 - a. during all or part of December through February
 - b. during all or part of March through May
 - c. during all or part of June through August
 - d. during all or part of September through November
 - e. I live (or have lived) in or near the park on a year around basis.

3. List your physical address(es) while living in the vicinity of Katmai National Park and Preserve, and approximately when you lived there (month & year, for example Oct 2001 to September 2005)

4. Do you have knowledge, by virtue of living in this area, of one or more of the items listed below (circle all that apply)?
 - a. Community history such as: specific dates, important events, seasonal observations, customs, etc.
 - b. Geographic features and/or unique land markers such as: mountain or river locations, types of landscapes, or other
 - c. Wildlife (including identification of): mammals, birds, big game, fish, or other animals specific to the area.
 - d. General knowledge of safety precautions, weather conditions, recreation options, and important information knowledgeable to the local community.
 - e. Supplies and logistics needed for field camping including area-specific needs or that incorporate challenges or safety aspects specific to the area.
 - f. Other unique information not listed above that shows familiarity with the full range of typical conditions that affect the work to be accomplished. Describe here (use additional paper if needed):

 - g. I do not have knowledge or experience as listed above.

5. How did you obtain your knowledge of the Katmai National Park and Preserve (circle all that apply)?
 - a. Personal knowledge such as: fishing, hunting, camping, hiking, etc.
 - b. Professional: obtained through work (this work, and the date and year worked, must be cited in your resume)
 - c. Official training: high school class, college course
 - d. Other resource used to obtain knowledge that is not listed above (you may be asked to elaborate later).
 - e. I do not have the knowledge listed above.

Applicant Certification:

I certify that the statements made on this application are true, correct and complete to the best of my knowledge. I understand that the information I provide may be verified and that I will not be considered if it is found to be inaccurate.

Applicant signature

Date

**Here's what your resume or application must contain
(In addition to specific information requested in the job vacancy announcement)**

Job Information

- Announcement number, and job title and grade(s) of the job you are applying for.

Personal Information

- Full Name, mailing address (with zip code) and day and evening phone numbers
- Social Security Number
- Country of Citizenship
- Veterans' preference
- Reinstatement eligibility
- Highest Federal civilian grade held

Education

- High School
 - Name, city, and State (zip code if known)
 - Date of diploma or GED
- Colleges or universities
 - Name, city and State (zip code if known)
 - Majors
 - Type and year of any degrees received

(If no degree, show total credits earned and indicate whether semester or quarter hours)

Work Experience

- Give the following information for your paid and nonpaid work experience related to the job you are applying for. (Do not send job descriptions.)
 - Job title (include series and grade if federal job)
 - Duties and accomplishments
 - Employer's name and address
 - Supervisor's name and phone number
 - Starting and ending dates (month and year)
 - Hours per week
 - Salary
- Indicate if we may contact your current supervisor.

Other Qualifications

- Job-related training courses (title and year)
- Job-related skills, for example, other languages, computer software/hardware, tools, machinery, typing speed
- Job-related certificates and licenses (current only)
- Job-related honors, awards and special accomplishments, for example, publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards. (Give dates but do not send documents unless requested.)