



Department: Department Of The Interior

Agency: Interior, National Park Service

Job Announcement Number:  
NPS-PRWI-07-08

Overview

DETAILED VERSION

✕ CLOSE

PRINT

## Maintenance Worker (Motor Vehicle Operator)

**Salary Range:** 15.90 - 18.56 USD Hourly

**Open Period:** Friday, March 16, 2007  
to Thursday, April 05, 2007

**Series & Grade:** WG-4749-05

**Position Information:** Full-Time

Term position not to exceed 4 years. This is a term appointment not to exceed one year, but may be shortened or extended up to four years depending on funding.

MORE THAN ONE POSITION MAY BE FILLED.

**Duty Locations:** few vacancies - Prince Wm & Stafford Counties, VA

### Who May Be Considered:

The area of consideration is ALL SOURCES. Applications will be accepted from Career/Career Conditional Federal employees, reinstatement eligibles, those eligible under special appointing authorities, i.e. handicapped, VRA, disabled veterans, etc. and non-status applicants from outside the Federal Service and without any special eligibility.

### Job Summary:

Experience your America and build a fulfilling career by joining the National Park Service. Become a part of our mission to unite our past, our cultures and our special places, to establish important connections to the present and build a rich and lasting legacy for future generations.

This position performs ground, roads and trail maintenance and provides assistance to journeyman level carpenters, electricians and carpenters.

Duties

### Major Duties:

Performs routine ground, roads and trail maintenance at various locations throughout the park. Activities include mowing, trimming, leaf removal, snow removal, seeding, fertilizing, pruning, tree removal, erosion control, pot hole repairs and liter pick up. May also perform custodial duties and assist journeyman level electricians, plumbers and carpenters.

Qualifications and Evaluation

### Qualifications:

Qualification requirements are not used for Wage Grade positions. However, you must be able to demonstrate through information provided in your OF-612/Resume that you possess sufficient knowledge, skills, and abilities to perform the duties of this position without more than normal supervision. Please see Knowledge, Skills and Abilities (KSAs) listed below. Candidates should submit a narrative statement on a separate page(s) with specific responses to each KSA in this announcement. Failure to submit your narrative response may negatively affect your eligibility and or rating for this position.

### CONDITIONS OF EMPLOYMENT:

**UNITED STATES CITIZENSHIP IS REQUIRED FOR FEDERAL EMPLOYMENT.**

New employees of the Department of the Interior must identify a financial institution for direct deposit of net pay within 30 days of entrance on duty.

Appointment will be subject to a pre-employment background investigation. Under the requirements of the Homeland Security Presidential Directive 12 (HSPD-12), all new Federal employees, must pass a background investigation. Failure to successfully meet these requirements will be ground for termination.

This is not a drug tested position.

The OF-306, Declaration of Federal Employment form **MUST BE SUBMITTED** with your application package. This form is available for downloading at [http://www.opm.gov/forms/pdf\\_fill/of0306.pdf](http://www.opm.gov/forms/pdf_fill/of0306.pdf)

**NOTE:** Travel, transportation, and relocation expenses **will not** be paid by the Agency. Any travel, transportation and relocation expenses associated with reporting for duty in this position **will be** the responsibility of the selected employee.

Required to wear the prescribed NPS uniform in accordance with NPS and park uniform policies.

The incumbent is required to possess and maintain a valid state or District of Columbia Drivers License.

Required to lift up to 50 pounds.

Required to work outside in various weather conditions.

Frequently required to stand, climb ladders and scaffolding.

**How You Will Be Evaluated:**

You will be evaluated to determine if you meet the minimum qualifications required; and on the extent to which your application shows that you possess the knowledges, skills, and abilities associated with this position as defined below. When describing your knowledges, skills, and abilities, please be sure to give examples and explain how often you used these skills, the complexity of the knowledge you possessed, the level of the people you interacted with, the sensitivity of the issues you handled, etc.

**Narrative Statement (Basis of Rating):** Applicants will be rated based on the rating factors (knowledge, skills, and abilities) listed below. Candidates should submit a narrative statement on a separate page(s) with specific responses to the rating factors listed below. Since applicant scores are based on demonstrated possession of these factors, failure to submit your narrative response to the KSAs for this job may adversely affect your eligibility and/or rating for this position.

**For non-status applicants, once your qualifications have been evaluated, your application will be assigned a numeric score between 70 and 100. Candidates will be ranked in score order with appropriate points added for [veterans' preference](#). If an interview panel is used, applications will be rated (scored) and ranking.**

**KSA's:**

1. **SCREEN OUT ELEMENT:** Ability to perform maintenance worker duties with little or no supervision.
2. Knowledge of various roads and trails activities such as mowing, and removal of snow, leafs and trees.
3. Knowledge to care for and use a variety of hand and power tools.
4. Ability to operate a variety of motor vehicles and equipment.

Benefits and Other Information

**Benefits:**

You may participate in the Federal Employees Health Benefits program, with costs shared with your employer. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#FEHB>.

Life insurance coverage is provided. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#life>

Long-Term Care Insurance is offered and carries into your retirement. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#ltci>

New employees are automatically covered by the Federal Employees Retirement System (FERS). If you are transferring from another agency and covered by CSRS, you may continue in this program. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#retr>

You will earn annual vacation leave. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#VACA>

You will earn sick leave. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#SKLV>

You will be paid for federal holidays that fall within your regularly scheduled tour of duty. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#HOLI>

You may participate in the Thrift Savings Plan. More info: <http://www.tsp.gov/>

**Other Information:**

**JOB INFORMATION HOTLINE: 202-619-7256**

**Note: This is an open announcement for which current Federal employees, reinstatement eligibles, and applicants from outside the Federal Government may apply. Qualified veterans who apply will receive Veteran's Preference in accordance with current law and regulations.**

**Special Appointment Authority:** Individuals who are eligible for consideration under a special hiring authority (e.g., 30% compensable veterans, VRA eligibles, severely handicapped individuals, former Peace Corps and VISTA Volunteers, etc.) will be accepted and considered non-competitively for this vacancy. Special hiring authority eligibles must indicate on their application if they are applying under a special program and submit proof of eligibility with their application. The VRA hiring authority is limited to positions at the GS-11 level and below.

**Veterans Preference:** Five points may be added to the eligible ratings of veterans who: Entered the military service prior to October 14, 1976; served on active duty during the Gulf War between August 2, 1990 and January 2, 1992, regardless of where the person served; served on active duty as defined in section 101 (21) of Title 38 at any time in the armed forces for a period of 180 consecutive days any part of which occurred during the period beginning on September 11, 2001, and ending on the date prescribed by Presidential proclamation or by law as the last date of Operation Iraqi Freedom; or, served in a military action for which they received a campaign badge or expeditionary medal. Medal holders and Gulf War veterans must have served continuously for at least 24 months or the full period for which called or ordered to active duty. Ten points may be granted to the eligible ratings of disabled veterans; Purple Heart recipients; spouses or mothers of a 100 percent disabled veteran; or the widows, widowers, or mothers of a deceased veteran. Supporting documentation must be provided in order to receive the appropriate veteran's preference. For more information on Veteran's preference, visit: <http://www.opm.gov/veterans/html/vetguide.asp>

**CAREER TRANSITION ASSISTANCE PLAN (CTAP) & INTERAGENCY CAREER TRANSITION ASSISTANCE PLAN (ICTAP):**

Qualified individuals applying based on special priority consideration 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. 'Well-qualified' means that an eligible employee meets the qualification standards and eligibility requirements for the position, including any medical qualifications, suitability, and minimum educational and experiecne requirements. The employee must meet all selective factors where applicable, must be physically qualified to perform the essential duties of the position,with reasonable accomodation where appropriate, and must be able to satisfactorily perform the duties of the position upon entry.

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

#### How to Apply

#### How To Apply:

Applicants may mail, e-mail, hand deliver, or fax application materials.

If application is submitted by mail, it must be mailed to the address indicated in the contact section of the announcement, be postmarked by the closing date, and received within 5 working days to receive consideration. Emailed, faxed and hand delivered applications must be received by the closing date.

Applications may be emailed to [prwi\\_jobs@nps.gov](mailto:prwi_jobs@nps.gov) and must be received in the Human Resources office by the closing date of the announcement. It is the responsibility of the applicant to submit any additional required documentation as stated in the vacancy announcement. Additional required documentation should also be received by the closing date.

Submit one of the following:

--OF-612, Optional Application for Federal Employment; or

--SF-171, Application for Federal Employment; or

--Resume

THE FOLLOWING INFORMATION MUST BE INCLUDED IN YOUR APPLICATION.

- 1. JOB INFORMATION** - announcement number, title and grade of the job for which you are applying.
- 2. PERSONAL INFORMATION** - Full name; mailing address (with ZIP Code); day and evening phone numbers (with area code); social security number; country of citizenship; veteran's preference; reinstatement eligibility (you must attach SF-50 for proof of your career or career-conditional status); and highest Federal civilian grade held. (Also give job series, and dates held.);
- 3. EDUCATION** - High school name, city, state (zip code if known), and date of diploma or GED; name, city, and state (zip code if known) of colleges and universities attended, with majors, type and year of any degrees received (if no degree, show credits earned and indicate whether semester or quarter hours);
- 4. WORK EXPERIENCE** - Give the following information for your paid and non-paid work experience related to the job for which you are applying: (a) Job Title (include series and grade if Federal job); (b) duties and accomplishments; (c) employer's name and address; (d) supervisor's name and phone number; (e) starting and ending dates (month and year); (f) hours per week; and (g) salary. Indicate if we may contact your current supervisor.
- 5. 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); and 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.

Please do not submit your application package in a notebook or binder with extraneous information. Applications should provide sufficient information to enable Human Resources to properly evaluate your application against the Qualification Standards.

(Wage Grade/Wage Board only). In order to receive full consideration, it is essential that you submit the required supplemental experience statement specifically addressing each of the knowledge's, skills, abilities, and other characteristics required for satisfactory performance in this position. Your qualifications for this position will be determined primarily by your responses. Failure to provide the specific information may result in an applicant receiving a lower rating in the evaluation process.

National Park Service (NPS) Fundamentals is a required training program for all permanent employees new to the NPS. It is a five-part course of study that reflects the foundations and values of the NPS. Three modules are computer-base, and two are classroom-led, one which will require a 2 weeks stay at the Albright Training Center located in the Grand Canyon.

Applications will be evaluated separately for Federal employees who have competitive status and candidates from other sources. If you have competitive status and submit only one application it will be considered under merit promotion procedures. If you wish to be considered under both procedures, you must submit two(2) applications.

Current Federal employees must submit a copy of the most recent performance appraisal.

College Transcript or OPM Form 1170-17 (List of College Courses) if qualifying based on education.

Status candidates must submit proof of status (SF-50 showing current grade & tenure and a SF-50 showing highest (permanent) grade ever held, if different).

DI-1935, [http://www.doi.gov/diversity/doc/di\\_1935\\_html.htm](http://www.doi.gov/diversity/doc/di_1935_html.htm), Department of the Interior Application Background Survey. (Submission of this form is voluntary. The information provided will be used for statistical purposes to monitor applicant response, and will not be maintained in the personnel office or forwarded to the Selecting Official).

Applicants applying under special appointments (severely disabled, certain Vietnam era and disabled veterans, and volunteers from Peace Corps or Vista) must submit documentation and indicate the type of special appointment sought on the application. Applicants who wish to be considered under an appropriate special hiring authority as well as under the competitive examining process must submit two complete applications. When only one application is received from a special hiring authority eligible, it will be considered under the appropriate special hiring authority only.

If you are claiming veteran's preference, you MUST clearly identify your claim for veteran's preference on your application, and you must provide specific required evidence such as: DD-214, Certificate of Release or Discharge from Active Duty, or Standard Form 15 (SF-15), 'Application fro 10-Point Veterans Preference' and proof requested on the form. .

Application mailed using government postage or through an internal federal government mail system will not be considered.

**Contact Information:**

Karen Brantner  
Phone: 703-221-2391  
Fax: 703-441-1676  
Email: [prwi\\_jobs@nps.gov](mailto:prwi_jobs@nps.gov)

Or write:  
PRINCE WILLIAM FOREST PARK  
HUMAN RESOURCES  
18100 PARK HEADQUARTERS ROAD  
TRIANGLE, VA 22172

US  
Fax: 703-441-1676

**What To Expect Next:**

Once your complete application is received we will conduct an evaluation of your qualifications and determine your ranking. The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. You will be notified of the outcome.

**EEO Policy Statement**

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.

**Reasonable Accommodation Policy Statement**

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

[DETAILED VERSION](#)[CLOSE](#)[PRINT](#)**Send Mail****Send Mail to:**

PRINCE WILLIAM FOREST PARK  
HUMAN RESOURCES  
18100 PARK HEADQUARTERS ROAD  
TRIANGLE, VA 22172  
US  
Fax: 703-441-1676

**Questions?****For questions about this job:**

Karen Brantner  
Phone: 703-221-2391  
Fax: 703-441-1676  
Email: prwi\_jobs@nps.gov

USAJOBS Control Number: 860155

[PRINT](#)