

DEPARTMENT OF THE ARMY
Vacancy Announcement Number: NEA104159554D

Opening Date: October 07, 2004

Closing Date: October 21, 2004

Position: Supply Technician, GS-2005-5/FPL: 7
Salary: \$26,699 - \$34,714 Annual
Place of Work: Tobyhanna Army Depot, Dir/COMSEC and Tactical Missiles, Accountability/Document Div, Tobyhanna, PA 18466
Position Status: This is a Permanent position. -- Full Time
Number of Vacancy: 03

Link to job announcement at www.cpol.army.mil for more information.

Duties: This position has been re-engineered for recruitment and training purposes in which the incumbent will receive assignments that are designed to develop their skills and knowledge until reaching a full promotion potential of GS-2005-07. Work assignments are designed to introduce the incumbent to a full range of duties and responsibilities required by the full performance level which include, but not limited to, supply accounting duties; initiates contact and co-ordinates directly with the National Security Agency for notification, identification, and correction of duplicate serial numbered Controlled Cryptographic equipment; Conduct all necessary research; coordinate all changes with NSA, National Inventory Control Point (NICP), and LOGSA UIT group, Serialization Officer; investigates and resolves a broad range of computer reject codes. Reconciles ADP rejection codes and discrepancies involving recipients, transfers, destruction, and inventory adjustment of COMSEC material.

Who May Apply:

- THIS IS A DELEGATED EXAMINING ANNOUNCEMENT OPEN TO ALL U.S. CITIZENS.
- Interagency Career Transition Assistance Plan (ICTAP) eligibles.

Qualifications: Click on link below to view qualification standard.

General Schedule

SPECIALIZED EXPERIENCE: Applicants must possess one year of specialized experience performing duties which has equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of a Supply Technician responsible for supply and administrative accountability functions such as inventory, security, hand receipt, issuance of equipment, researching and compiling data and investigating or assisting in resolving discrepancies. Also, requires skill and knowledge in the operation and use of computer terminals and related automated procedures and processes. To be creditable, specialized experience must have been equivalent to at least the GS-04 level. **FOREIGN EDUCATION:** Foreign education must be evaluated for U.S. equivalency in order to be rated eligible for this position. Please include this information in your resume. **VETERANS PREFERENCE:** You may claim veterans preference. You will be required to submit appropriate documents (DD 214, VA letter dated within last 12 months) only if selected.

- GS-05: One year of experience directly related to the occupation and equivalent to the next lower grade level, or 4 years of higher education above high school, or a combination of experience and education.
- The experience described in your resume will be evaluated as related to the qualifications, knowledge, skills and abilities required for this job.
- Education can be substituted for experience. Review the qualification requirements for specific information.

Only degrees from an accredited college or university recognized by the Department of Education are acceptable to meet positive education requirements or to substitute education for experience. For additional information, please go to the Office of Personnel Management (OPM) and U.S. Department of websites at - <http://www.opm.gov/qualifications> and <http://www.ed.gov/admins/finaid/accred/index.html>

Other Information:

- Noncompetitive promotion potential to target grade.
- Multiple positions will be filled from this announcement.
- Permanent Change of Station (PCS) expenses are not authorized.

Other Requirements:

- Must be able to obtain and maintain a Top Secret security clearance.
- Must comply with Drug Abuse Testing Program requirements.
- You will be required to provide proof of U.S. Citizenship.
- If selected, official college or university transcript must be submitted.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is Required.
- Position requires employee to wear a uniform and/or protective clothing.
- You may claim Military Spouse Preference.
- Failure to provide all of the required information as stated in the vacancy announcement may result in an ineligible rating or may affect the overall rating.
- One year trial/probationary period is required.

How to Apply: (Click on How to Apply)

- Resumes must be received by the closing date of this announcement.
- Self-nomination must be submitted by the closing date.
- Resume must be on file in our centralized database.

Click here to use the [Army Resume Builder](#) to create your resume. Follow the instructions in this vacancy announcement to apply for the job.

You may send your resume via surface mail to: Department of the Army, Central Resume Processing Center, 314 Johnson Street, Aberdeen Proving Ground, MD 21005-5283

Point of Contact: Miguel Ortiz, Northeast CPOC, 410-306-0037

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