

United States Department of the Interior  
U. S. Geological Survey  
Great Lakes Science Center  
Temporary Recruitment Bulletin  
Announcement # GLSC-2015-02

**Position:** Biological Science Technician (Laboratory Assistant), GG-0404-05  
**# of Openings:** 1  
**Opens:** January 28, 2015 8:00 AM, EDT  
**Closes:** February 11, 2015 5:00 PM, EDT or until filled  
**Salary:** \$16.47 per hour  
**Type of Appt:** Temporary, Not-to-Exceed 180 paid days during the year following the hire date. This position begins *approximately* February 24, 2015 and ends *approximately* November 1, 2015.

**Work Schedule:** Full Time  
**Location:** Great Lakes Science Center, Ann Arbor, MI  
**Area of Consideration:** All U.S. Citizens

THIS IS A TEMPORARY EXCEPTED SERVICE POSITION for which all qualified applicants, with or without Federal status may apply and be considered. Appointment to this position, however, will not convey permanent status in the Federal service. **Appointment will only be for the duration of the position, in this case, 9 months or less (February to November).** Temporary employees are covered by the Social Security Retirement system; annual and sick leave will be accrued; and employees are ineligible for health and life insurance coverage.

**Duties:** Incumbent(s) will sort fauna in benthic samples from a wetland and, analyze hydroacoustic DIDSON (Dual Frequency Identification SONAR) data to estimate fish movements using both automated counting methods and manual counting of sub-samples selected via statistical criteria. Incumbent(s) will keep accurate records of samples processed and will provide summary reports as needed.

Required skills include a general knowledge of processes, methods, and procedures of biological science. The ability to catalogue and track samples and properly handle and dispose of chemical preservatives. Prior experience with a microscope is desired.

**Physical Demands:** The work is generally performed indoors seated in front of a microscope or computer. Some work may be performed at a secondary duty station due to laboratory constraints.

**Relocation:** Relocation expenses are not authorized for this position.

**Travel:** Travel between two duty stations in Ann Arbor may be required. There will be no overnight travel or field work.

**Qualifications:**

Grade 5- Experience or education beyond high school as described below is required:  
9 months field party experience OR 3 years sub-professional experience OR 3 years college study related to biology plus 3 months lab or field work experience. Satisfactory completion of a field course in biology may be substituted for the 3 months of field and/or laboratory experience. (Sub-professional experience is defined as technical work performed in support of field or laboratory investigation relating to the biological sciences which provided basic knowledge or skills in gathering, recording, and assembling scientific data; using scientific instruments; setting up and operating test apparatus; and manipulating quantitative data. Experience may include assisting professional employee in such duties.)

## **EDUCATION**

If you are qualifying based in whole or part on education, you are required to provide all unofficial transcripts (undergraduate, graduate, etc.) or list of course work, which includes semester hours earned and grade received, by the closing date of this announcement or you will be disqualified from further consideration. This proof may be faxed, emailed or hand delivered to the point of contact listed in the “How to Apply” section of this announcement.

Please ensure that all documentation is legible. If you are currently employed by the Federal government in the same occupational series as the advertised position, you are not required to submit transcripts at this time.

Education completed in colleges or universities outside the United States may be used to meet the above requirements. You must provide acceptable documentation that the foreign education is comparable to that received in an accredited educational institution in the United States. For more information on how foreign education is evaluated, visit:

<http://www.usgs.gov/ohr/oars/quals/foreign.html>.

**Basis of Evaluation:** All applicants will be evaluated on the basis of education and experience (including unpaid or volunteer experience). Applicants must meet all qualifications and eligibility requirements by the closing date of this announcement.

**Note:** Applicants will receive a basic eligible or ineligible rating based upon the qualification requirements. First preference in referral will be given to eligible applicants entitled to 10 point veteran’s preference who have a compensable service-connected disability of 10 percent or more. All other qualified applicants entitled to Veterans preference will be given preference over qualified applicants not entitled to veteran’s preference.

All applicants must be United States Citizens. Under regulations contained in the Immigration Reform and Control Act of 1986, employment in this position is limited to those persons who are authorized to work in the United States. Verification of employment eligibility will be required at the time of appointment.

As a condition of employment, all new employees reporting for duty with the Department of the Interior will be paid through direct deposit to a financial institution of their choice.

Applicants selected for Federal employment will be required to complete a Declaration of Federal Employment, OF-306, prior to being appointed to determine their suitability for Federal employment and to authorize a background investigation. Failure to answer all questions truthfully and completely or providing false statements on the application may be grounds for not hiring the applicant, or for firing the applicant after he/she begins work. Also, he/she may be punished by fine or imprisonment (U.S. code, Title 18, section 1001).

Prior to or at the time of appointment, male applicants born after December 31, 1959, will have to certify that they have registered with the Selective Service System to be appointed to a position with the United States Geological Survey, unless legally qualified for an exception.

Employees of the U.S. Geological Survey are subject to the provisions of Title 43, U.S. code, Section 31 (a) and may not according to this legislation and related regulation: (A) have any personal or private interest, direct or indirect, in lands or mineral wealth of such lands or a region under survey and whose title is in the U.S.; (B) execute surveys or examination for private parties or corporations; or (C) have personal or private interest, direct or indirect, in any private mining or mineral enterprise doing business in the U.S. except where specifically authorized by the director of the U.S. Geological Survey.

**How to apply:** Carefully read all information and instructions. It is the responsibility of the applicant to insure the application is completed. The personnel office will not be responsible for soliciting additional information from applicants or from official personnel records, but will consider individuals based on their applications as submitted.

Submit one of the following forms of application: (a) resume and cover letter or (b) other written format. Also, please submit college transcript (unofficial acceptable) or list of college course, specifying title of course work, completion date, semester or quarter hours earned by course title, and grade earned. The names, phone numbers, and addresses of three references are also required.

State which announcement number you are applying for.

If claiming 5 point veteran's preference, a DD-214 showing character of discharge is required. If claiming 10 point veteran's preference, a SF-15 with proof of claim is required.

### **The following must be included in your application form:**

#### **JOB INFORMATION:**

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

#### **PERSONAL INFORMATION:**

- Full name, mailing address (with zip code) and day and evening phone numbers (with area code)
- Date of Birth
- Country of Citizenship
- Veterans preference (with supporting documentation, DD-214)
- Highest Federal civilian grade held (also give job series and dates held)

#### **EDUCATION:**

- High school (name, address, including zip code if known)
- Colleges and universities (address including 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)
- Send a copy of your college transcripts or list of college courses completed. Specify title of course, semester or quarter hours earned for each course, date completed, grade earned.

#### **WORK EXPERIENCE:**

Give the following information on your paid and non-paid work experience related to the job for which you are applying (do not send job descriptions)

- Job Title (include series and grade if Federal job)
- Duties and accomplishments
- Employers name and address
- Supervisors name and phone number
- Starting and ending dates with Month and Year (Example: Feb 2001 thru Jan 2002)
- Hours worked per week (e.g., 40 hr/wk, 20 hr/wk, etc.)
- Salary
- Indicate if we may contact your current supervisor

#### **OTHER QUALIFICATIONS:**

- Job-related training courses (title, length, date taken)
- Job-related skills (IE., other languages, computer software/hardware, tools, machinery, typing speed)

- Job-related honors, awards, and special accomplishments (IE, publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards). Give details but do not send documents unless requested.

**APPLICATIONS, WITH SUPPORTING DOCUMENTATION, MUST BE RECEIVED BY THE CLOSING DATE AND TIME SHOWN ON THIS ANNOUNCEMENT TO BE CONSIDERED.**

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

The USGS is an Equal Opportunity Employer. Selection for this position will be based solely on merit, fitness, and qualifications without regard to race, sex, color, religion, age, marital status, national origin, non-disqualifying handicap conditions, sexual orientation, or any other non-merit factors.

The person selected is required to provide proof of a valid State drivers license (a copy of the license is adequate) and a copy of his/her driving record prior to employment.

**Where to Apply:**

**Applications must be received by 5:00 PM, EDT, February 11, 2015:**

c/o: Rich Quintal,  
**U.S. Geological Survey**  
**Great Lakes Science Center**  
**1451 Green Rd.**  
**Ann Arbor, MI 48105-2807**  
Phone: 734-214-9319  
Fax: 734-994-8780

Or e-mail all application documents to:

[rquintal@usgs.gov](mailto:rquintal@usgs.gov)

It is against the law to submit applications for employment using government franked envelopes or mail services (18 USC 1719). All such applications will not be considered. Applications may be mailed, faxed, or sent via automated mail systems by the closing date and time to be considered. To assure your personal information is protected, do not include your Social Security Number when emailing your documents.