

**COMPETITIVE
VACANCY ANNOUNCEMENT**

ABERDEEN AREA INDIAN HEALTH SERVICE
DIVISION OF PERSONNEL MANAGEMENT
FEDERAL BUILDING, RM. 309, 115-4TH AVENUE S.E.
ABERDEEN, SOUTH DAKOTA 57401

ABERDEEN AREA IHS IS A SMOKE FREE ENVIRONMENT

October 13, 2004

POSITION: Biomedical Engineering Tech LOCATION: Pierre OEH Field Office
(PI996Tx) Pierre, South Dakota

SALARY: GS-802-11, \$48,947 Per Annum VACANCY NUMBER: AO-DEU-04-97-PI

OPENING DATE: Oct. 13, 2004 CLOSING DATE: Oct. 28, 2004

Applications and related documents must be received at the above address postmarked by the closing date of this announcement. For information contact **DORIS BYINGTON** at (605) 226-7399. All applications are subject to retention; no requests for copies will be honored. FAX NUMBER: (605) 226-7668 (**NOT RESPONSIBLE FOR UNSUCCESSFUL TRANSMISSIONS**). Applications by e-mail will be accepted. It is the responsibility of the applicant to submit a complete application.

E-MAIL TO: doris.byington@ihs.gov

APPOINTMENT:

Permanent
 Not-To-Exceed The applicant selected for this position may be appointed to either a one year appointment or an appointment in excess of one year, depending on the status of the applicant.

WORK SCHEDULE:

Full-Time
 Part-Time
 Intermittent

MOVING: Travel will be paid provided all legal and regulatory requirements and travel regulations are met.

CONDITIONS OF EMPLOYMENT:

ON-CALL YES NO *call-back duty is defined as irregular or occasional work performed by an employee on a day when the work was not scheduled for the employee. This will require the employee to return to his/her place of employment within the specified timeframes.

- **Must provide AVERAGE HOURS WORKED PER WEEK on application.**
- **Applicants applying for the position may be required to be immunized, for measles and rubella, if he or she provides services or has contact with patients at the service units. Persons born before 1957 are not required to take the measles vaccine or provide proof of immunity. Special consideration may be allowed to individuals who are allergic to a component of a vaccine or have a history of severe reaction to a vaccine or who are currently pregnant.**

GRADE POTENTIAL: XX NO YES to grade(s) GS-

SUPERVISORY/MANAGERIAL: XX NO YES

**May require one year probation*

PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES IN ACCORDANCE WITH THE INDIAN PREFERENCE ACT (TITLE 25, U.S.C. CODE, SECTION 472 AND 473). THE INDIAN HEALTH SERVICE IS AN EQUAL OPPORTUNITY EMPLOYER. THE INDIAN HEALTH SERVICE HAS A ZERO TOLERANCE SEXUAL HARASSMENT POLICY, IHS CIRCULAR NO. 95-11, IN PLACE WHICH IT DISSEMINATES TO ITS EMPLOYEES.

WHO MAY APPLY : Any U. S Citizen.

DUTIES AND RESPONSIBILITIES: The purpose of this position is to perform technician duties in connection with the Mobile Digital Telemammography Project, which has an area wide responsibility to bring quality women's health care for underserved American Indian/Alaska Native population within the region served by the Aberdeen Area Indian Health Service, through a mobile program. This position requires the possession of a commercial driver's license, and knowledge of state requirements for operating a commercial vehicle. Transport (drive) the MDT vehicle to locations specified by the MDT project officer and Chief, Clinical Engineering at dates and times specified. Ensure the MDT vehicle is set up properly, verify operations of all medical and non-medical systems on board the vehicle, and troubleshoot/repair as necessary any systems which are not operating correctly. Ensures scheduled and unscheduled maintenance of the MDT vehicle, medical systems, and non-medical systems are performed and documented as required, in accordance with established policies and guidelines. Performs inspections, testing, maintenance, calibrations, repairs and modifications on biomedical equipment and complex medical and non-medical support equipment systems associated with the MDT vehicle to include but not limited to mammography radiological systems, bone densitometry systems, point-of-care laboratory systems and physiological monitoring systems; and advises staff concerning theory of operation, underlying physiological principles, and safe clinical application of devices. When not performing the primary duties associated with the MDT vehicle, performs inspections, testing, maintenance, calibrations, repairs and modifications on dental and biomedical equipment and complex support equipment systems to include but not limited to dental radiological systems, general radiological systems, and physiological monitoring systems; and advises staff concerning theory of operation, underlying physiological principles, and safe clinical application of biomedical and dental devices on an as needed basis with the Aberdeen Area Clinical Engineering Program. Other duties as assigned.

QUALIFICATION REQUIREMENTS: Candidate must meet qualification standards as specified in **OPM Operating Manual** (Qualification Standards for General Schedule Positions):

GS-11: One (1) year equivalent to at least next lower grade level.

Specialized Experience: Performs or manage the calibration, repairs, and preventative maintenance on complex medical and dental x-ray systems, diagnostic laboratory analyzers, and other patient related systems. Knowledge of technical engineering concepts, principles and practice applicable to a full range of technical engineering duties concerned with the design and repair of patient care equipment and features of a health care deliver program. The incumbent will provide technical assistance to other health center staff on complex electronic and electrical equipment or systems. Assists with the repair of other systems (computers, computer controlled environmental systems, computer networking and telecommunications) as necessary or directed. Incumbent will assist the

designated supervisor and the Area Director of Clinical Engineering in identifying his or her training needs. Training and developmental plans will be submitted annually.

Your description of work experience, level of responsibility, and accomplishments will be used to determine that you meet these requirements. Applicants who meet the basic qualification requirements and selective factors described in this announcement will be further evaluated by determining the extent to which their work or related experience, education, training, awards, outside activities, and performance appraisal, etc., indicate they possess the knowledge, skills, and abilities described below. All applicants should provide clear, concise examples that show level of accomplishment or degree to which they possess the KSA's either on their application/resume or as a separate attachment. The information provided will be used to determine the "best qualified" candidates.

SUPPLEMENTAL QUESTIONNAIRE - KNOWLEDGE, SKILLS, AND ABILITIES

1. **Knowledge of the operation of specialty commercial vehicles, including restrictions, and compliance with Federal and State carrier laws.**
2. **Knowledge of computer network telecommunications systems, computer network protocols, computer operating systems, wireless computer networking systems, satellite communications systems.**
3. **Knowledge of the capabilities, limitations, operations, design, characteristics and functional use of a variety of medical and dental x-ray systems, test equipment, measurement devices, and instrumentation.**
4. **Knowledge of skill to apply the standards, codes, and laws relating to biomedical and radiological equipment promulgated by the following regulatory and standard making bodies: National Fire Protection Association; Food and Drug Administration; Center for Devices and Radiological Health, and the Joint Commission of Accreditation of Hospitals.**
5. **Skill in technical writing and oral communications.**

LEGAL AND REGULATORY REQUIREMENTS: Candidates must meet time-after competitive appointment, time-in-grade, and qualification requirements by the closing date of the vacancy announcement, if applicable.

HOW TO APPLY: Applicants must submit their applications to the Aberdeen Area Indian Health Service, Division of Personnel Management, Federal Building, RM. 309, 115-4th Avenue, S.E., Aberdeen, South Dakota 57401. **ALL APPLICATIONS MUST INCLUDE**

ALL THE APPLICABLE DOCUMENTS:

1. Applicants may submit ONE of the following: a) OF-612, Optional Application for Federal Employment; b) SF-171, Application for Federal Employment; c) Resume; or d) any other written application format.
2. Current Performance Rating, if available.
3. If you wish to substitute appropriate education for experience, you **MUST** submit your transcripts along with your application. If your education is appropriate for the position being filled then your education may be substituted for experience.
4. For current or former Federal employees, a copy of your latest Notification of Personnel Action (SF-50B).
5. **VETERAN'S PREFERENCE CERTIFICATION:** Form DD-214 indicating discharge and or Form SF-15, claiming 10 point preference. No preference will be allowed unless a copy of the DD-214 is attached to the application.

EMPLOYMENT OF PEOPLE WITH DISABILITIES:

IHS provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Alice LaFontaine, Selective Placement Officer, at (605) 226-7213. The decision on granting reasonable accommodation will be on a case-by-case basis.

APPLICATION INSTRUCTIONS FOR PUBLIC HEALTH SERVICE COMMISSIONED

CORPS CANDIDATES: Applicants should submit the following:

1. Copy of resume or curriculum vitae showing work experience, dates of employment, names and addresses of supervisors, include any education and other information reflecting individual qualifications for consideration.

Commissioned Corp Applicants claiming Indian Preference must submit BIA form 4432 and will be evaluated against existing applicable standards.

INFORMATION REQUIRED ON RESUMES AND OTHER APPLICATION FORMATS:

Resumes or other application formats must contain all of the information listed below in sufficient detail to enable the Personnel Office to make a determination that you have the required qualifications for the position. **Failure to include any of the information listed below may result in loss of consideration for this position. Additional information will not be solicited by this office.**

- a. Announcement Number, Title, and Grade of the job for which you are applying.
- b. Full name, mailing address (with zip code) and day/evening telephone numbers (with area codes).
- c. Social Security Number
- d. Country of citizenship
- e. Veteran's preference
- f. Highest Federal Civilian Grade held (give job series and dates held).
- g. High School - Name, City, State (with zip code), and date of diploma or GED.
- h. Colleges and Universities - Name, City, State (with zip code), majors, type and year of any degrees received (if no degree show total semester/quarter hours earned) (Attached transcripts).
- i. Work experience (paid/nonpaid)-Job title (include series and if Federal job), duties, responsibilities and accomplishments (*if you describe more than one type of work, i.e., carpentry and painting, or personnel and budget, write the approximate amount of time your spent doing each*), employer's name and address, supervisor's name and phone number, starting and ending dates (month/year), **AVERAGE HOURS WORKED PER WEEK**, and salary (beginning/ending).
- j. Indicate if we may contact your current and/or former supervisor.
- k. Job-related training courses, skills, certificates, registrations, and licenses (current only), honors, awards, and special accomplishments.

DO NOT SUBMIT POSITION DESCRIPTIONS. All applications must be signed and dated. All material submitted for consideration under this announcement becomes the property of the Division of Personnel Management and is subject to verification. Careful consideration should be given to the information provided, fraudulent statements or any form of misrepresentation in the application process could result in loss of consideration for this position and or determination of unsuitability for Federal employment. If position is **REANNOUNCED**, please call the Division of Personnel Management as to status of application.

INFORMATION FOR DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS) FOR SURPLUS OR DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY CONSIDERATION.

If you are currently a DHHS employee who has received a Reduction in Force (RIF) separation notice or a Certificate of Expected Separation (CES) you may be entitled to special priority selection under the DHHS Career Transition Assistance Program (CTAP). To receive this priority consideration you must:

1. Be a current DHHS career or career-conditional (tenure group I or II) or be a current IHS excepted appointment (with no time limits) tenure group II excepted/competitive service employee who has received a RIF separation notice or a CES and, the date of the RIF separation has not passed and you are still on the rolls of the DHHS. You must submit a copy of the RIF separation notice or CES along with your application.
2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package.
4. Be currently employed by the DHHS in the same commuting area (or nationwide for IHS employees GS-09 and above) of the position for which you are requesting priority consideration.
5. File your application by the vacancy announcement closing date & meet all the application criteria (e.g., submit all required documentation etc.)
6. Meet the basic qualifications for the position, any documented selective factor, physical requirements with any reasonable accommodation and is able to satisfactorily perform the duties of the position without undue interruption.

INFORMATION FOR DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY CONSIDERATION UNDER THE INTERAGENCY CAREER TRANSITION ASSISTANCE PROGRAM (ICTAP).

If you are a displaced federal employee you may be entitled to receive special priority selection under the ICTAP. To receive this priority consideration you must:

1. Be a displaced Federal employee. You must submit a copy of the appropriate documentation such as a RIF separation notice, a letter from the Office of Personnel Management (OPM) or your agency documenting your priority consideration status with your application package. The following categories of candidates are considered displaced employees.
 - A. Current or former career or career-conditional (tenure group I or II) competitive service employees who:
 1. Received a specific RIF separation notice; or
 2. Separated because of a compensable injury, whose compensation has been terminated, and whose former agency certifies that it is unable to place; or
 3. Retired with a disability and shows disability annuity has been or is being terminated; or
 4. Upon receipt of a RIF separation notice retired on the effective date of the RIF and submits a Standard Form 50 that indicates Retirement in lieu of RIF; or
 5. Retired under the discontinued service retirement option; or
 6. Was separated because he/she declined a transfer of function or directed reassignment to another commuting area.

OR

- B. Former Military Reserve or National Guard Technicians who are receiving a special OPM disability retirement annuity under section 8337 (h) or 8456 of Title 5 United States Code.
2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.
 3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement).
 4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
 5. File your application by the vacancy announcement closing date & meet all the application criteria (e.g., submit all required documentation, etc.).
 6. Be rated well qualified for the position including documented selective factors, quality ranking factors, physical requirements with reasonable accommodations and is able to satisfactorily perform the duties of the position upon entry.

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