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Job Title: Environmental Protection Specialist (International Program Specialist)

Agency: Environmental Protection Agency

Job Announcement Number: LV-R9-MP-2016-0013

SALARY RANGE:

\$118,460.00 to \$154,000.00 / Per Year

OPEN PERIOD:

Monday, February 8, 2016 to Monday, February 22, 2016

SERIES & GRADE:

GS-0028-14

POSITION INFORMATION:

Full-time - Temporary Promotion Not-to-Exceed 2 Years

PROMOTION POTENTIAL:

14

DUTY LOCATIONS:

1 vacancy - San Francisco, CA [View Map](#)

WHO MAY APPLY:

Current permanent EPA employees in Region 9 with competitive status and CTAP eligibles.

SECURITY CLEARANCE:

Public Trust - Background Investigation

SUPERVISORY STATUS:

No

JOB SUMMARY:

About the Agency (<http://www.epa.gov>)

Earth Day is every day at EPA! Our diverse workforce connects to more than just a career—we share a common passion to promote a cleaner, healthier environment. We consistently rank as one of the top Federal agencies in which to work, with great benefits and work flexibilities.

This position is located with Region 9, Air Division, Clean Energy and Climate Change Office in San Francisco, CA. For more information on this office, visit their website:

<http://www2.epa.gov/aboutepa/epa-region-9-pacific-southwest>
(<http://www2.epa.gov/aboutepa/epa-region-9-pacific-southwest>).

TRAVEL REQUIRED

- Occasional Travel
- Temporary duty travel may be required 1-5 days per month.

RELOCATION AUTHORIZED

- No

KEY REQUIREMENTS

- If you are selected, a pre-employment background check is required.
- You must submit resume and required documents. (See How to Apply)

- This is a temporary position. See Other Information on assignment limits.
 - Selectee required to complete Confidential Financial Disclosure Form.
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DUTIES:[Back to top \(TopofPage\)](#)

You will:

- Serve as a senior specialist with responsibility for coordination and broad project development on the U.S. China-Green Ports and Vessels Initiative (GPVI). Develop international policy and program options, strategies, and recommendations concerning wide-ranging environmental protection issues in the assigned country or region.
- Oversee coordination, program and project development on diesel emission reduction strategies along the U.S. West Coast.
- Develop and manage implementation of projects to provide environmental assistance on GPVI and other high-profile programs of national or international significance related to sustainable ports in the Pacific that help advance U.S. government environmental and human health strategic objectives.
- Provide authoritative advice and counsel to senior management on strategies and priorities and make significant contributions to the formulation and articulation of environmental policy related to sustainable ports in China and across the Pacific, including the U.S. West Coast.
- Represent the Agency and the U.S. government interests in interagency and international presentations, negotiations, and consultations on key bilateral or regional environmental issues.

You will spend less than 25% of your work time on contracts and/or grants/cooperative agreements.

QUALIFICATIONS REQUIRED:[Back to top \(TopofPage\)](#)

You do not need a degree to qualify for this position.

We are looking for at least one year of specialized experience related to this position as described below.

To qualify for the GS-14 level, you need to have at least one year of full time experience equivalent to the GS-13 level defined as: (1) working with projects or programs on Sustainable Ports and Goods Movement, West Coast Collaborative, and/or Diesel Emission

Reduction Act; and (2) representing the Environmental Protection Agency in negotiations and discussions with Chinese government officials, along with other U.S. federal agencies, industry and interest groups regarding air quality or sustainable ports issues.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

Your answers to the on-line assessment will be used to evaluate your competencies in the following areas:

- Knowledge of the principles and methods of administering environmental protection programs.
- Knowledge of global and regional environmental issues related to clean diesel and sustainable ports.
- Knowledge of program management concepts and principles.
- Knowledge of Chinese and U.S. West Coast political, economic, and environmental issues.
- Skill in oral communication.
- Skill in written communication.
- Ability to oversee the development of strategies and plans.

You must meet time in grade requirements no later than 30 calendar days after the closing date of this announcement.

This position is designated as Moderate Risk and requires a background investigation. Unless an appropriate background investigation is already on record with the Office of Personnel Management, you must undergo a background investigation.

If you are selected, you will be required to complete a Confidential Financial Disclosure Form prior to your first day of employment and annually thereafter.

This position may require the incumbent to travel in foreign countries approximately 2-4 times annually.

HOW YOU WILL BE EVALUATED:

We will review your resume and required documents to ensure you meet the basic qualification requirements. Your resume must address the knowledge, skills, and abilities listed in the Qualifications Section. If you meet basic qualification requirements, your application will be further evaluated based on your answers to the on-line assessment. Your responses to the on-line assessment will be used to measure the degree to which your background matches the requirements for the position and an applicable score assigned.

We will compare your resume and supporting documentation to your responses on the assessment questionnaire. If you rate yourself higher than is supported by your application materials, your responses may be adjusted and/or you may be excluded from consideration for this job. We will evaluate your qualifications and eligibility and notify you if you meet minimum qualification requirements.

NOTE: We do not require a separate statement responding to the competencies, also referred to as Knowledge, Skills and Abilities (KSAs). However, your resume should clearly show possession of these competencies.

To preview questions please click here (<https://jobs.mgsapps.monster.com/epa/vacancy/previewVacancyQuestions.hms?orgId=1&jnum=59980>).

BENEFITS:

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You can review our benefits at: https://help.usajobs.gov/index.php/Pay_and_Benefits
(https://help.usajobs.gov/index.php/Pay_and_Benefits)

Benefits will not change for current permanent EPA employees.

OTHER INFORMATION:

If you are selected, you will serve in either a temporary promotion or a detail. If this position is at a higher grade than your current grade, the assignment will be a temporary promotion. If you are already at the same grade as this position, your assignment will be a detail. While on the detail, your salary will not change.

A temporary promotion will be processed for a period not to exceed two (2) years. It may be extended up to three (3) additional years without further competition. If you are detailed, the detail will be not to exceed 120 days, and may be extended in 120 day increments.

You may be returned at any time to the position from which you were temporarily promoted or detailed, or to a different position of equivalent position and pay.

If selected, your position may become permanent.

This position has portable work and selectee may be eligible to telework.

This position is not in the bargaining unit.

Are you a Displaced Federal Employee? If so, please read the Required Documents and visit the EPA website for additional information: http://epa.gov/ohr/ezhire/vacancy_requirements.htm (http://epa.gov/ohr/ezhire/vacancy_requirements.htm).

If you have part-time work experience, read this: http://epa.gov/ohr/ezhire/vacancy_requirements.htm (http://epa.gov/ohr/ezhire/vacancy_requirements.htm).

This information is used to determine your qualifications for employment. The use of this information is authorized under Title 5 USC, Sections 3302 and 3361.

If you are selected, travel, transportation, and relocation expenses will not be paid by EPA. Any travel, transportation, and relocation expenses associated with reporting to work in this position will be your responsibility.

HOW TO APPLY:

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You are strongly encouraged to read the entire announcement before you submit your application for this position.

To begin the application process, click the Apply On-line button to the right on this screen, follow the prompts to log-in/register, submit all required documents, and complete the assessment questionnaire. To be considered, you must submit a complete application package by 11:59 PM Eastern Time on the closing date of this announcement.

All required supporting documents will be collected electronically via the USA Jobs document portfolio feature.

If you cannot apply on-line, you must contact the Human Resources Office listed to the

right for assistance no later than three business days prior to the closing date of this announcement. You must provide complete application materials by the closing date of this announcement.

For detailed instructions to assist you in ensuring your application package is received, go to http://epa.gov/ohr/ezhire/vacancy_requirements.htm (http://epa.gov/ohr/ezhire/vacancy_requirements.htm).

REQUIRED DOCUMENTS:

Documents to be submitted on-line:

--Resume clearly stating your experience related to this position as described in the Duties Section and Qualifications Required Section. In describing your experience, you need to be clear and specific. We may not make assumptions regarding your experience.

--Responses to the on-line assessment questionnaire.

--Displaced Federal employees under CTAP - copy of your most recent performance appraisal, proof of eligibility, and your most current SF-50 noting position, grade level, tenure, and duty station.

--Current EPA Employees: You are encouraged to submit a Notification of Personnel Action (SF-50). If you fail to provide an SF-50, we will access your Federal employment records in e-OPF to verify your eligibility to be considered. If your eligibility for consideration cannot be determined, your application will be rated ineligible.

If you want to know more about submitting documentation to our office, visit EPA's web site: http://epa.gov/ohr/ezhire/vacancy_requirements.htm (http://epa.gov/ohr/ezhire/vacancy_requirements.htm).

AGENCY CONTACT INFO:

Dominique Sandoval

Phone: 702-798-2401 

Fax: 702-798-2433 

TDD: 702-798-2421 

Email: TeamVegas@epa.gov

Agency Information:

Environmental Protection Agency

US Environmental Protection Agency

Human Resources Management Division
 4220 S. Maryland Parkway, Building A, Suite 100
 Las Vegas, NV
 89119-7528
 US
 Fax: 702-798-2433

WHAT TO EXPECT NEXT:

You can track the progress of your application package via your USAJobs account. You will receive an acknowledgement from USAJobs that your submission was successful, once we have received your on-line occupational questionnaire, resume and any supporting documentation. You will be notified of the status of your application via your USAJobs Account after we conduct a qualification review of your complete application package. You will be contacted if further evaluation or interviews are required. Any exaggeration of your experience, false statements, or attempt to conceal information may disqualify you for employment consideration. We may verify all information you provide in your resume and questionnaire responses, through reference and/or background check, and/or verification of your education. If you are selected, you will be contacted personally by the human resources office posting this announcement.

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USAJOBS is the Federal Government's official one-stop source for federal jobs and employment information.