

Annotated Vacancy Announcement for Training Purposes
Employment Readiness, Army Community Service, Rock Island Arsenal

As of April 5, 2007



Vacancy Announcement Board

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DEPARTMENT OF THE ARMY

Vacancy Announcement Number: **SWGJ07584335R**

Changes to the Job Announcement: Amended closing date to 18 April.

Opening Date: March 26, 2007

Closing Date: April 18, 2007

Position: **Construction Representative, GS-0809-9/10/11**
Salary: \$47,284 - \$74,375 Annual
Place of Work: US Army Engineer District, Chicago, Technical Services Division, Con-Ops Branch, Northbrook Area Office, Chicago, IL
Position Status: This is a **Permanent position. -- Full Time**
Number of Vacancy: 2

Duties: **Serves as Construction Representative**, with full responsibility for the **management** and/or **surveillance of** assigned civil and/or military construction **projects. Observes and investigates** all construction **phases to insure compliance with contract schedules, specifications and shop drawings; identifies** actual or potential **problems** and **determines** necessity for **changes or remedial action. Confers with contractors** concerning sufficiency and suitability of equipment being used, number of workers employed, etc., to **assure completion** of work on or ahead of schedule. **Reviews** contractor prepared shop **drawings** and **submittals** for sufficiency and contract compliance. **Analyzes situations, develops cost- estimates, determines** most practicable **methods** of accomplishment and time involved for purpose of comparison of proposal from contractor. **Provides** technical **review** of project plans and specifications to **determine biddability, constructability, site compatibility and anticipated problems.**

About the Position: This position is being reannounced. Applicants that previously applied on vacancy announcement SWGJ06584335, must reapply to be considered.

Who May Apply: (Click on Who May Apply)

- This announcement may be used to fill like vacancies for six months after the closing date.
- All Federal employees serving on a career or career-conditional appointment.
- Reinstatement eligibles.
- Veterans and preference eligibles under Veterans Employment Opportunities Act of 1998. (VEOA)
- Veterans' Recruitment Authority (VRA).
- Interagency Career Transition Assistance Plan (ICTAP) eligibles.

Qualifications: Click on link below to view qualification standard.

General Schedule

- To qualify at the GS-09 level, applicants must possess one year of specialized experience equivalent to the GS-08 level, as evidenced by experience inspecting electrical, mechanical, and structural aspects of construction. To qualify at the GS-10 level, applicants must possess one year of specialized experience equivalent to the GS-09 level, as evidenced by experience inspecting materials, installation, and testing of complex and sophisticated electrical or mechanical systems. To qualify at the GS-11 level, applicants must possess one year of specialized experience equivalent to the GS-10 level. Best qualified candidates must show in their resumes that they have experience or training in the following areas:

Environmental Protection Plans, Quality Control Plans, Accident Prevention Plans, Work Plans, Construction Schedules, building materials and equipment for construction requirements; ability to perform construction management duties in the contract administration area such as reviewing plans and specs prior to contract advertisement, submittal review, preparing contract modifications, developing cost estimates, and insuring compliance with procedural requirements. EDUCATION

SUBSTITUTION: Graduate education or an internship meets the experience required when it is directly related to the work of the position.

NOTE: Work at remote outdoor project sites. Incumbent must have sufficient mobility to traverse rough terrain, climb ladders, walk on stone breakwaters or similar structures. Work in various weather conditions including extreme heat or cold for extended period of time. NOTE: Work at remote outdoor project sites. Incumbent must have sufficient mobility to traverse rough terrain, climb ladders, walk on stone breakwaters or similar structures. Work in various weather conditions including extreme heat or cold for extended period of time. NOTE: Work at remote outdoor project sites. Incumbent must have sufficient mobility to traverse rough terrain, climb ladders, walk on stone breakwaters or similar structures. Work in various weather conditions including extreme heat or cold for extended period of time.

- GS-06 and above: ***One year of experience directly related*** to this occupation equivalent to the next lower grade. Graduate education or an internship meets the experience required when it is directly related to the work of the position.
- The experience described in your resume will be evaluated and screened for the Office of Personnel Management's basic qualifications requirements, and the skills needed to perform the duties of this position as described in this vacancy announcement.
- Applicants who have held a General Schedule (GS) position within the last 52 weeks must meet the Time in Grade Restriction.
- Must have 52 weeks of Federal service at the second lower grade (or equivalent).
- 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 Education websites at - <http://www.opm.gov/qualifications> and <http://www.ed.gov/admins/finaid/accred/index.html>

Other Information:(Click on Other Information)

- To successfully claim veteran's preference, your resume/supplemental data must clearly show your entitlement. Please review the information listed under the Other Requirements link on this announcement or review our on-line Job Application Kit.
- Management may select at any of the grade levels announced.
- Noncompetitive promotion potential to target grade.
- Selection is subject to restrictions resulting from Department of Defense referral system for displaced employees.
- The Department of Defense (DoD) policy on employment of annuitants issued March 18, 2004 will be used in determining eligibility of annuitants. The DoD policy is available on http://www.cpms.osd.mil/fas/staffing/pdf/rem_ann.pdf
- Permanent Change of Station (PCS) expenses will be authorized.

Other Requirements:(Click on Other Requirements)

- Personnel security investigation required.
- You will be required to provide proof of U.S. Citizenship.
- License/Certification: Valid Illinois Drivers License
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is Required.
- One year trial/probationary period may be 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.
- Announcements close at 12:00am (midnight) Eastern Time.

If your resume is currently in our central database, you may click here to Self Nominate

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

Point of Contact: Central Resume Processing Center, 410-306-0137, applicanthelp@cpsrxtp.belvoir.army.mil

THE DEPARTMENT OF DEFENSE IS AN EQUAL OPPORTUNITY EMPLOYER

Work Pad derived from Vacancy Announcement SWGJ07584335R, Construction Representative, GS-0809-9/10/11

(Answer the electronic interview questions – “Are you good at the skills that will solve their problems as stated in the Vacancy Announcement’s Duties and Qualifications?”

Use their verb – noun sets, add your actual time and results for each appropriate work experience, education, training, awards and certifications) [Caution – write only what you have actually accomplished!]

Served as Construction Representative, with full responsibility and accomplishments for the management and surveillance of assigned civil and military construction projects for the past _ years, resulting in

Carefully observed and thoroughly investigated all construction phases and did insure compliance with contract schedules, specifications and shop drawings

Fully identified actual and potential problems and successfully determined necessity for changes or remedial actions over the past _ years, resulting in

Professionally conferred with contractors concerning sufficiency and suitability of equipment being used, number of workers employed, and this did assure completion of work on or ahead of schedule. My best example is

Carefully and thoroughly reviewed contractor prepared shop drawings and submittals for sufficiency and contract compliance during a _ year period and I improved

Analyzed situations using _ methods, developed effective cost- estimates, determined most practicable methods of accomplishment and times involved for purposes of comparison of proposal from contractors. This resulted in ____ and an example is as follows

Provided excellent technical reviews of project plans and specifications and did determine biddability, constructability, site compatibility and anticipated problems. An example is

Am excellent with Environmental Protection Plans, Quality Control Plans, Accident Prevention Plans, Work Plans, Construction Schedules, building materials and equipment for construction requirements over the last _ years. Presented here are _# of examples

I have the ability to perform construction management duties in the contract administration area such as reviewing plans and specs prior to contract advertisement, submittal review, preparing contract modifications, developing cost estimates, and insuring compliance with procedural requirements because __. My examples are

I have over __ years of safe experience in work at remote outdoor project sites __

I do have sufficient mobility to traverse rough terrain, climb ladders, walk on stone breakwaters or similar structures. An current example is

I have excellent results while working in various weather conditions including extreme heat or cold for extended period of time.

Please do call ____ (person, title, and best days and times to call) to verify my fitness for the job.

What else do you want them do know related to the job and the employer??