

**Department:** Department Of Agriculture  
**Agency:** Agricultural Research Service  
**Sub Agency:** Grain Quality and Structure Research Unit  
**Job Announcement Number:** ARS-X7W-0307

## **Interdisciplinary: Supervisory Research Chemist/Research Food Technologist/Research Biologist/Research Geneticist**

**Salary Range:** 89115 to 136273 USD Per Year  
GS-14: \$89,115 - \$115,848; GS-15: 104,826 - \$ 136,273 per annum  
**Series & Grade:** GS-1320, 1382, 0440, 0401-14/15

**Open Period:** 8/13/2007 to 10/15/2007

**Position Information:** Full-Time Permanent

**Duty Location:** 1 vacancy - Manhattan, KS

### **Who May Be Considered:**

Applications will be accepted from US Citizens, from current and former competitive service Federal employees, and people eligible under special hiring authorities.

### **Job Summary:**

Seeking a permanent, full-time scientist with demonstrated expertise in either cereal chemistry, biochemistry, and/or analytical chemistry to serve as Research Leader.

### **Your U.S. citizenship must be verified before entrance on duty.**

### **Major Duties:**

This position serves a Supervisory Research Scientist and Research Leader for the Grain Quality and Structure Research Unit of the USDA-ARS Grain Marketing and Production Research Center in Manhattan, KS. The Unit is comprised of Cereal chemists, research chemists, food technologists, research biologists and research geneticists whose primary mission of the Unit is to ensure a high quality and safe U.S. grain supply for customers by: (1) conducting basic and applied research to identify the physical characteristics and structural/biochemical components that govern quality; (2) developing rapid, precise, and accurate predictive technologies for quality assessment; (3) evaluating the end-use quality of breeding lines; and (4) investigating new uses for hard winter wheat and grain sorghum. Wheat quality results are maintained in a database made available to the wheat industry.

As Research Leader, the incumbent is responsible for determining research needs and customer expectations; planning, conducting, and reporting original research; leading research programs and supervising scientists within the Unit on relevant research problems; evaluating, reviewing, and recommending and/or implementing changes in the Unit research programs as needed in consultation with the Unit staff, the Center Director, the Area Director, and the National Program Staff; developing budgets and accounts for proper expenditure of funds assigned to the Unit; overseeing congressionally and other mandated specific cooperative agreements with state experiment stations and industry partners; and preparing annual reports and plans for the Unit.

### **Qualifications:**

Your education and experience will be evaluated against all qualification requirements (basic and any additional requirements) listed below.

### **Basic Requirements:**

**Research Chemist (1320):** Degree: physical sciences, life sciences, or engineering that included 30 semester hours in chemistry, supplemented by course work in mathematics through differential and integral calculus, and at least 6 semester hours of physics, OR Combination of education and experience – course work equivalent to a major as shown above, including at least 30 semester hours in chemistry, supplemented by mathematics through differential and integral calculus, and at least 6 semester hours of physics, plus appropriate experience or additional education.

**Research Food Technologist (1382):** Degree: food technology, or dairy technology, microbiology, biology, chemistry, physics, or a related discipline or field of biological or physical science. The course work must

have been comprised of at least 30 semester hour sin the basic biological and physical sciences, and included at least 20 semester hours in subjects that can be applied directly to food technology, OR Combination of education and experience – courses equivalent to a major, including the course work specified, as shown above, plus appropriate experience or additional education.

Research Biologist (0401): Degree: biological sciences, agriculture, natural resources management, chemistry, or related disciplines appropriate to the position, OR Combination of education and experience – Courses equivalent to a major, as shown above, plus appropriate experience or additional education.

Research Geneticist (0440): Degree: genetics; or one of the basic biological sciences that included at least 9 semester hours in genetics.

**This position has a positive education requirement. You must submit a copy of your academic transcripts OR a list of college courses with credit hours, dates completed, and grades received to verify education when applying for this position. If this information is not provided, your education may not be appropriately evaluated and you may lose consideration for this position. If you are selected for this position, you will have to provide an official copy of your transcripts prior to entering on duty.**

**Education completed in foreign colleges or universities may be used to meet the above requirements if you can show that the foreign education is comparable to that received in an accredited educational institution in the United States. It is your responsibility to provide such evidence when applying. Please visit the Office of Personnel Management's website at <http://www.opm.gov/qualifications/SEC-II/s2-e4.htm#e4a> for additional information on this topic.**

**Additional Requirements:**

GS-14: One year of specialized experience equivalent to at least the GS-13 level.

GS-15: One year of specialized experience equivalent to at least the GS-14 level.

**Time-In-Grade Restrictions apply for all candidates considered under Merit Promotion/Alternative Merit Promotion.**

**Specialized Experience** is experience which has equipped you with the following Knowledge, Skills and Abilities - 'KSAs' required to perform the duties of this position:

1. Knowledge of cereal chemistry, and chemical composition related to end-use performance in cereal grains.
2. Skill in establishing research program goals and managing resources, including fiscal planning and accountability.
3. Ability to lead a multidisciplinary research team, and interact with high level officials in government, industry, and universities; customers, partners, stakeholders, and support personnel. .
4. Ability to conceive, plan, conduct, and report research results in scientific, peer-reviewed journals

**Supervisory/Managerial Competencies:**

1. Ability to lead and accomplish work through others (i.e. team building, conflict management, cultural awareness, strategic thinking, technology management, and political savvy.
2. Ability to communicate with individuals or groups from diverse backgrounds in a variety of situations.

**To be considered for a research scientist position, you must submit a one-page abstract of your MS thesis and/or Ph.D. dissertation. Also, submit a list of names, addresses, and phone numbers of persons familiar with your statutes, contributions, recognition; any honors or awards received; memberships in professional or honor societies; invitations to make presentations at scientific/technical meetings; scientific society office and committee assignments; presentations (other than invitation); and publications.**

**Vacant research positions may be filled at one of several grade levels depending upon the scientific impact of the person selected. A peer review may be required to determine the appropriate grade level of the position and supplemental materials may be required from the selectee. Research scientists have open-ended promotion potential. Research accomplishments and their impact on the duties and responsibilities of positions are evaluated periodically. The grade level is limited only by the individual's demonstrated ability to perform research of recognized importance to science and technology. \*Final grade level may be determined by a peer review panel.\***

To qualify based on education, submit copy of transcript or list of courses with credit hours, major(s), and grade-point average or class ranking. Application materials will not be returned. Submit proof of your education with a transcript or list of courses with credit hours, major(s), and grade point average or class ranking. We will be unable to return these to you. You can receive credit for education received outside the United States if you provide evidence that it is comparable to an accredited educational institution in the United States when you apply.

OR

1 year specialized experience equivalent to the next lower grade level or (MS/Ph.D) that provided Knowledge, Skills, and/or Abilities required to do the work of the position.

OR

Graduate education must demonstrate the Knowledge, Skills and/or Abilities to do the work of the position.

**How Will You Be Evaluated:**

You will be evaluated to determine if you meet eligibility and minimum qualifications required, and on the extent to which your application shows that you possess the knowledge, skills, and abilities (KSAs) associated with this position as defined above under 'Specialized Experience.' The Agricultural Research Service uses a category rating process. Based on evaluation of all written materials submitted in application for the position, you will be determined to be Ineligible, if you do not meet eligibility and/or minimum qualifications criteria; Eligible, if you meet all eligibility and minimum qualifications criteria; OR Quality, if you meet quality criteria in addition to eligibility and minimum qualifications criteria. For information about how to address KSAs, please visit our website at [www.ars.usda.gov/careers](http://www.ars.usda.gov/careers), click on 'How to Apply,' then click on 'What are those KSAs anyway?' For more information about the evaluation process, please visit our website at: [www.ars.usda.gov/careers](http://www.ars.usda.gov/careers), click on 'How to Apply,' then click on the link to 'Qualifications and What They Mean.'

**Benefits:**

A Benefits Package is authorized for this position. Additional information about Federal benefits can be obtained at [www.usajobs.opm.gov/ei61.htm](http://www.usajobs.opm.gov/ei61.htm).

**Other Information:**

**Veteran's Preference:**

For further details, call the U.S. Office of Personnel Management (OPM) at 703-724-1850 or TDD 978-461-8404. Select General Information on the Federal Employment Policies and Procedures, and then Veteran's Preference and Special Appointing Authorities for Veterans. Visit their VetGuide website at <http://www.opm.gov/veterans/html/vetguide.asp>.

**Veterans Employment Opportunities Act of 1998 (VEOA):** Qualified candidates eligible under the Veterans Employment Opportunities Act of 1998 (VEOA), a special hiring authority, will be considered. VEOA eligibles are preference eligibles or veterans who have been separated from the armed forces under

honorable conditions after 3 years or more of active service. Veterans who are released under honorable conditions shortly before completing a 3-year tour are also eligible.

**Creditable Service:**

Service credit for annual leave accrual may be granted for directly related non-Federal work experience or uniformed service for newly appointed individuals, or those individuals reappointed after a break in service from civilian Federal employment of at least 90 calendar days. The amount of non-Federal service to be credited will be based on the amount of directly related and documented experience that the selectee possesses as documented by the employee and which is approved by agency management.

**Relocation Expenses:**

Payment of relocation expenses will be determined in accordance with P&P 412.5, Recruitment and Retention Incentives and Other Special Pay, Sections 6 and 7, as amended by Bulletins 03-402 and 05-412.5, which may be found at <http://www.afm.ars.usda.gov/ppweb/412-05.htm#H10>. See also [http://www.afm.ars.usda.gov/hrd/staffing\\_recruit/reloweb.htm](http://www.afm.ars.usda.gov/hrd/staffing_recruit/reloweb.htm).

**Financial Disclosure Requirement:**

Federal employees are subject to prohibitions against officially dealing with outside organizations in which they have a financial interest. If hired for this position, you will be required to submit a financial disclosure report within 30 days of the effective date of your appointment and annually thereafter.

**False statements:**

If you make a false statement in any part of your application, you may not be hired; may be fired after beginning work; or may be fined or jailed.

**Optional Form 306, (Declaration for Federal Employment):**

If you are selected for this position, you will be required to complete this form before an offer may be made.

**USDA Surplus/Federal Displaced Employees:**

Applicants requesting consideration under the CTAP or ICTAP programs must submit documentary evidence of eligibility. Well qualified CTAP and ICTAP applicants within the local commuting area will receive selection priority as provided by OPM regulations. Well-qualified means the applicant meets the basic qualification and eligibility requirements and all selective factors; is rated above minimally qualified against the KSAs or quality criteria; and is able to satisfactorily perform the duties of the position upon entry. If you are requesting consideration as a CTAP or ICTAP applicant, you must submit the following:

- 1) A copy of your RIF Separation Notice or Certification of Expected Separation or other documentation indicating that you are a surplus employee;
- 2) Evidence of full performance level of current position;
- 3) A copy of your most recent performance appraisal; and
- 4) A copy of your most recent SF-50, Notification of Personnel Action.

**Selective Service System:**

Males over age 18 who were born after December 31, 1959, must have registered with the Selective Service System (or have an exemption) to be eligible for Federal employment.

**ARS Reasonable Accommodation Contact Information:**

If you need a reasonable accommodation for any part of the application and hiring process, or have questions regarding reasonable accommodation and/or accessibility for any part of the application and hiring process, please contact the Disability Program Manager on 202-720-6161 or through the DC Relay Service on 202-855-1234 (TDD).

**How to Apply:**

Applications may be mailed, faxed, or e-mailed to the appropriate address and/or facsimile number, but they must be **postmarked** by 11:59 p.m. Eastern Standard Time on the closing date.

If sending your application as an attachment to an email, do not send zipped files. They will be removed in accordance with standard electronic security procedures.

If hand delivered, be sure your application is received in the Human Resources Division on or before closing date.

**If application packages do not contain all of the requested information, you may lose consideration for the job. To help you ensure your application fully outlines your qualifications and eligibility for this position, please submit the following documentation as appropriate. Some of the items listed may not apply to you. NOTE: Applications received in postage paid government envelopes will not be considered.**

**APPLICATION PACKAGE CHECKLIST**

\_\_\_ Optional Form 612 (Optional Application for Federal Employment), Resume, Curriculum Vitae, or other document outlining your qualifications (Go to <http://www.opm.gov/forms/html/of.asp> and scroll down to obtain the OF-612).

**The following information is required of all applicants:**

\_\_\_ Announcement number, title, and grade(s) of the position

\_\_\_ Full name, mailing address (including zip code) and day and evening phone numbers (with area code)

\_\_\_ Social security number

\_\_\_ Statement that you are a U.S. citizen (if not using the OF-612)

\_\_\_ Copy of DD Form 214 (Certificate of Release or Discharge from Active Duty) (only if claiming veteran's preference) (Visit the following web site for additional information:  
<http://www.opm.gov/employ/veterans/html/vetguide.asp>

\_\_\_ SF-15 (Application for 10-point Veteran's Preference) plus the support documentation required by this form (if claiming 10-point veteran's preference) (Go to the web site at <http://www.opm.gov/forms/html/sf.asp> to obtain form.)

\_\_\_ Paid and non-paid work experience related to the position. For each period of work experience include:

\_\_\_ Job title

\_\_\_ Series/grade (if Federal employment)

\_\_\_ Duties and accomplishments

\_\_\_ Employer's name and address

\_\_\_ Supervisor's name and contact information

\_\_\_ Starting and ending dates of employment (at least month/year)

\_\_\_ Number of hours worked per week

\_\_\_ Salary

\_\_\_ Indicate if we may contact current supervisor/employer

\_\_\_ Other job related information, such as training courses (title & year); skills (e.g., other languages, computer software/hardware, tools, etc.)

\_\_\_ Certificates/licenses (current)

\_\_\_ Honors, awards, and special accomplishments

\_\_\_ Supplemental questionnaire if applicable  
(usually for Federal Wage System positions - WG, WL, WS)

\_\_\_ Copy of college transcripts (if qualifying all or in part on the basis of education for this position) (If you have non-conventional education, e.g., foreign study, continuing education units, life experience, etc., go to the web site at <http://www.opm.gov/qualifications/SEC-II/s2-e4.htm#e4a> and look under the heading "Other Education" for information governing acceptability of this type of education.)

\_\_\_ Copy of SF-50 (Notification of Personnel Action) to verify possession of competitive civil service status (if you are a current or previous federal employee)

\_\_\_ Copy of most recent performance appraisal (if you are a current federal employee)

\_\_\_ Second copy of application package IF you are a candidate with competitive status. (NOTE: All status candidates who wish to be considered under both alternative merit promotion and non-status competitive examining must submit two (2) complete applications when the position is open to both status and non-status candidates. When only one (1) application is received, it will be considered under the alternative merit promotion procedures if the applicant is a current or former Federal employee with reinstatement eligibility.)

\_\_\_ Support documentation for eligibility for special hiring authorities, such as disability, Peace Corps service, etc. (If you have questions about whether you are eligible for a particular hiring authority, please call the servicing HR specialist or visit the web site at [http://www.opm.gov/Strategic\\_Management\\_of\\_Human\\_Capital/fhfr/default.asp](http://www.opm.gov/Strategic_Management_of_Human_Capital/fhfr/default.asp) .

\_\_\_ Support documentation if you are a USDA surplus or federal displaced employee (See pertinent section under "Other Important Information" below.

\_\_\_ Self-certification of typing speed (if required as a basic qualification for the position)

\_\_\_ While not required, a separate response to the required knowledge, skills, and abilities (KSAs listed under Specialized Experience) and Selective Placement Factor(s), if present, for this position may better highlight your specific qualifications for this position. (For an explanation of KSAs, go to the web site at <http://www.ars.usda.gov/careers/whatksa.html>).

**As an Applicant for a Research Scientist Position, you must also submit the following:**

\_\_\_ A one-page abstract of MS thesis and/or Ph.D. dissertation

\_\_\_ A resume of any honors or awards received; memberships in professional or honor societies; invitations

to make presentations at scientific/technical meetings; scientific society office and committee assignments; presentations (other than invitations); and publications.

\_\_ A list of names, addresses, and phone numbers of persons familiar with your stature, contributions, and recognition.

If this is your first time applying for a federal job, or if you wish to view more detailed information about various aspects of applying for federal jobs, go to <http://www.opm.gov/forms/html/of.asp> and scroll down to access the Office of Personnel Management (OPM) Optional Form 510.

### **Location Contact Information:**

#### **Contact Information:**

Keli A. Martin  
Phone: 301-504-1584  
Fax: 301-504-1535  
TDD: 202-855-1234  
Internet: SCIRECRUIT@ARS.USDA.GOV

Or Write:  
Department Of Agriculture  
USDA-REE-ARS-HRD/ARS-X7W-0307  
5601 Sunnyside Avenue, Stop #5106  
Beltsville MD 20705-5106  
E-MAIL:SCIRECRUIT@ARS.USDA.GOV

#### **What to Expect Next:**

Applicants will receive written confirmation from this office when their application package is received. After the application has been received, applicants will not be notified of the status of their paperwork until a final selection has been made.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Veterans who served on active duty in the U.S. Armed Forces and were separated under honorable conditions may be eligible for veterans' preference. For service beginning after October 15, 1976, the veteran must have served the required length of time and have a Campaign Badge, Expeditionary Medal, a service-connected disability, or have served in the Gulf War between August 2, 1990, and January 2, 1992.

The Veterans Employment Opportunity Act (VEOA) gives veterans access to job vacancies that might otherwise be closed to them. The law allows eligible veterans to compete for vacancies advertised under agency's promotion procedures when the agency is seeking applications from outside of its own workforce.

To claim veterans' preference, veterans should be ready to provide a copy of their DD-214, Certificate of Release or Discharge from Active Duty, or other proof. Veterans with service connected disability and others claiming 10 point preference will need to submit Form SF-15, Application for 10-point Veterans' Preference.

For more specifics on all veterans employment issues such as Veterans preference or special appointing authorities see the VetGuide.

**Social Security Number** - Your Social Security Number is requested under the authority of Executive Order 9397 to uniquely identify your records from those of other applicants who may have the same name. As allowed by law or Presidential directive, your Social Security Number is used to seek information about you from employers, schools, banks, and others who may know you. Failure to provide your Social Security Number on your application materials will result in your application not being processed.

**Privacy Act - Privacy Act Notice (PL 93-579):** The information requested here is used to determine qualifications for employment and is authorized under Title 5 U.S.C. 3302 and 3361.

**Signature** - Before you are hired, you will be required to sign and certify the accuracy of the information in your application.

**False Statements** - If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be subject to fine, imprisonment, or other disciplinary action.

**Selective Service** - If you are a male applicant born after December 31, 1959, you must certify that you have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law.