



## VACANCY ANNOUNCEMENT

**OPEN DATE:** January 19, 2023

**CLOSING DATE:** January 26, 2023

**POSITION TITLE:** Biological Science Aid– Wildlife

**TYPE OF POSITION:** Temporary Appointment in the Excepted Service.  
*(Appt expected to last through August 12, 2023)*

**WORK SCHEDULE:** Intermittent work schedule

**ANNOUNCEMENT #:** SC-007-2023

**SERIES/GRADE:** GS-0404-03

**FULL PERFORMANCE LEVEL:** GS-3

**LOCATION :** Columbia, SC  
(Relocation expenses will not be paid)

**SALARY:** GS 3: \$33,906.00 - \$41,637.00

### **WHO MAY APPLY:**

- Must be a U.S. Citizen
- Must be 18 years old
- If you are a male born after December 31, 1959 and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must be registered with the Selective Service System, unless you meet certain exemptions (proof of registration and/or exemption required). Website: <http://www.sss.gov>.

### **REQUIRED DOCUMENTS:**

- Resume (include days/months/years worked, work schedule, and grade level if federal)
  - 1) Personal information such as name, address, contact information
  - 2) Education
  - 3) Detailed work experience related to this position as described in the announcement including
    - Work schedule,
    - Hours worked per week,
    - Dates of employment;
    - Title, series, grade (if applicable)
  - 4) All supervisors' phone numbers and if they may be contacted
  - 5) Other qualifications, such as transcripts (if qualifying on education)
- Transcripts (if qualifying on education must have been obtained from an accredited institution. Education completed in a foreign institution must include an evaluation by an organization that specializes in interpretation of foreign education programs)

United States  
Department of  
Agriculture

Animal and  
Plant Health Inspection  
Service

Wildlife Services

SC State Office

400 Northeast Drive  
Suite L  
Columbia, SC 29203  
Ph: 803-786-9455

that it was deemed equivalent to an accredited U.S. education program, see: [Foreign Education Evaluation](#). All transcripts must be in English or include an English translation.)

- DD-214 (Member 4 copy)
- VA letter required for applicable Veteran Preference, if applicable.  
Current active duty members must submit a certification that they are expected to be discharged or released from active duty under honorable conditions not later than 120 days after the date the certification is submitted.

**HOW TO APPLY:** Additional materials not listed above (i.e. position descriptions, training certificates, etc.) may not be considered. Applicants who do not submit the required items listed above will not be considered. Applications with all supporting documents must be submitted to the contact office and must be **RECEIVED** by the **CLOSING DATE** of this announcement.

Interested individuals should send a resume, transcripts, veteran documentation (if applicable) to the address listed here. Application materials sent by e-mail must be received by 4:00pm on closing date to be considered. Photographs of application materials are not allowed.

Interested individuals should send a resume, transcripts, veteran documentation (if applicable) to the address listed here:

**CONTACT OFFICE:**

Jim Edens, District Supervisor  
400 Northeast Drive, Suite L  
Columbia, SC 29203  
(803) 786-9455  
[james.o.edens@usda.gov](mailto:james.o.edens@usda.gov)

**DUTIES:**

Conducts direct control operations under the direct supervision of others to reduce wildlife damage at locations for which an agreement is already in place.

Uses WDM tools/devices which may include some or all of the following depending on need in assigned area: firearms; foothold, body-grip, cage traps; foot snares; neck snares; chemical control methods; pyrotechnics; noise cannons/exploders; drop nets; rocket/cannon nets; various other scaring devices.

Assists Wildlife Biologists or higher-graded staff by correctly identifying basic, current or recent damage problems and relating them to the damage-causing species.

Determines and selects the most effective means of control through consultation with supervisor or other higher-graded or more experienced employees.

Receives advice and guidance from supervisors on specific damage situations.

Maintains inventory of government-provided equipment and supplies including locations, acquisitions, returns, losses, and reason therefore.

Carries out duties in accordance with program decisions made in compliance with the National Environmental Policy Act (NEPA) and Endangered Species Act (ESA) under guidance and oversight by supervisor.

Demonstrates a respect for safety in all operations, including the operation of motor vehicles, firearms, control devices and materials, and equipment

Works with higher-graded or more experienced personnel to learn and identify a limited range of specific threatened and endangered species, and their habitats, that are or may be affected by program activities on work sites.

### **MINIMUM ELIGIBILITY REQUIREMENTS:**

To qualify, applicants **MUST** meet all minimum qualification requirements, except Medical Requirements, by the closing date of the announcement.

### **QUALIFICATIONS REQUIRED:**

#### **General Experience at the GS-3 Grade Level:**

Applicants must have 6 months of work experience that demonstrates the applicant's ability to perform the work of the position or experience that provided a familiarity with the subject matter or processes of the broad subject area of the occupation.

#### **OR**

#### **Education Substitution at the GS-3 Level:**

Successful completion of 1 year of study that included at least 6 semester hours in any combination of scientific or technical courses such as biology, chemistry, statistics, entomology, animal husbandry, botany, physics, agriculture, or mathematics.

#### **OR**

#### **Combination of Education and Experience at the GS-3 Level:**

Applicants may have combinations of successfully completed education and specialized experience to meet total qualification requirements. The total percentages must equal at least 100 percent to qualify for that grade level.

### **HOW YOU WILL BE EVALUATED**

Applicants who meet basic minimum qualifications may be referred to the hiring manager for selection. Qualified candidates eligible for veterans' preference will receive referral and selection priority over non-veterans.

### **OTHER REQUIREMENTS: (if applicable to your position)**

- Must obtain or have a valid state driver's license. Operation of Government-owned or leased vehicles is required.
- Direct Deposit: Per Public Law 104-134 all Federal employees are required to have federal

payments made by direct deposit to their financial institution.

- Successfully pass the E-Verify employment verification check. To learn more about E-Verify, including your rights and responsibilities, visit <https://www.e-verify.gov/>.
- As a condition of employment, appropriate security clearance is required for this position.
- Position is subject to random and applicant drug testing.
- Must demonstrate a respect for safety in all operations, including the operation of motor vehicles, firearms, control devices, and equipment.
- In order to perform the essential duties of this position, you must have the legal and physical ability to possess and discharge firearms. You must be able to pass a government background check and meet any additional requirements to carry and use firearms. A background check will include answering questions about where you've lived, worked, went to school, and any military history or police records. Selection and retention in this position is contingent on a successfully adjudicated FBI National Criminal History Check (fingerprint check).

**Emergency Response** – APHIS is an emergency response agency. This means that all Agency employees may be asked or assigned to participate in rotating temporary duty assignments to support emergency programs at some time during their careers with APHIS. It is difficult to predict the frequency with which such emergency situations may occur – and could range from several emergencies in a year to none over the course of many years. In the event that you are called upon to support an emergency program, this may require irregular working hours, including overtime, and may include duties other than those specified in your official position description. While some emergency program support assignments may be able to be performed at the employee's current duty station, in other cases employees may be asked to go on-site to a temporary duty state location. In addition, it may be necessary for employees to participate in multiple rotations to an emergency program assignment. Attempts will be made to keep disruption to the employee to a minimum.

See this link: <https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/signature-false-statements/>

**NOTE: APPLICANTS FOR THIS POSITION WILL BE REQUIRED TO SUBMIT TO URINALYSIS TO SCREEN FOR ILLEGAL DRUG USE PRIOR TO APPOINTMENT. APPOINTMENT TO THE POSITION WILL BE CONTINGENT UPON A NEGATIVE DRUG TEST RESULT. INCUMBENTS OF THIS POSITION WILL BE REQUIRED TO SUBMIT TO URINALYSIS TO SCREEN FOR ILLEGAL DRUG USE ON AN ONGOING BASIS AFTER APPOINTMENT, AS DIRECTED.**

***Carrying a firearm is a condition of employment*** – In the passing of the *Lautenberg Amendment*, Congress passed legislation which prohibits anyone who has been convicted of a misdemeanor crime of domestic violence from possessing a firearm or ammunition. If selected you will be required to sign the form, "Inquiry for Positions Requiring Possession of Firearms," certifying that you meet this criteria.

**The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.**

### **Reasonable Accommodation Policy-**

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.

A reasonable accommodation is any change in the workplace or the way things are customarily done that provides an equal employment opportunity to an individual with a disability. Under the Rehabilitation Act of 1973 the Equal Employment Opportunity Commission (EEOC) must provide reasonable accommodations:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.

**Relocation costs will not be paid for this position.**

**More than one position may be selected from this announcement.**