

Animal & Plant Health Inspection Service

Department: Department Of Agriculture
Agency: Animal & Plant Health Inspection Service
Sub Agency: Marketing & Regulatory Programs
Job Announcement Number:
24WS-2007-0107

Overview

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Wildlife Biologist

Salary Range: 37,723.00 - 59,984.00 USD per year

Open Period: Thursday, May 17, 2007
to Thursday, June 07, 2007

Series & Grade: GS-0486-07/09

Position Information: Full-Time Term Appointment Not to
Exceed 2 Years

Promotion Potential: 09

Duty Locations: 1 vacancy - Solebury, PA

Who May Be Considered:

This announcement is open to all United States citizens.

Due to the high volume of applicants, we are unable to confirm receipt of either faxed or mailed application packages. You should retain the e-mail confirmation of received fax or any certified mail receipt as proof of submission.

Job Summary:

You can make a difference! The U.S. Department of Agriculture's (USDA) Marketing and Regulatory Programs (MRP) needs bright, energetic and committed professionals to facilitate the domestic and international marketing of U.S. agricultural products and to protect the health and care of animals and plants in the United States. MRP offers an array of occupations and is committed to diversity in the workplace. We operate in domestic and global markets. Be part of an organization that protects the health and agriculture of the American people. Join our team!

Location:

Wildlife Services
Solebury, PA

Salary:

Range for GS-7: \$37,723 to \$49,040 (incl. 18.85% locality pay)
Range for GS-9: \$46,142 to \$59,984 (incl. 18.85% locality pay)

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 station 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.

This is a TERM appointment not to exceed 2 years and could last up to 4 years. (Appointment may be extended without re-announcing.) It does not confer all of the benefits usually associated with the competitive service such as tenure, transfer privileges, and retention rights during a reduction-in-force. However, the selectee will be entitled to health and life insurance benefits, retirement benefits and leave accrual.

Key Requirements:

- As a condition of employment, a background investigation is required.

Duties**Major Duties:**

The duties described are for the full-performance level. At developmental grade levels, assignments will be of more limited scope, performed with less independence and limited complexity.

This position is located in Solebury Township, Bucks County, Pennsylvania. The incumbent serves as a wildlife biologist (Urban Deer Damage Biologist) in the Wildlife Services (WS) Program, Animal and Plant Health Inspection Service, USDA. The incumbent is responsible for developing and conducting an urban white-tailed deer management plan to manage the population of deer located in the Township. The primary focus of this position will be to reduce deer-induced damage to acceptable limits utilizing a diversified management approach. This will consist of, but not limited to, browse surveys, herd health analysis, disease monitoring, setting up browsing enclosures, repellents, exclusion, habitat modification, capture techniques, lethal control, possible testing of immuno-contraceptive devices, and dissemination of information and education. Both operational and extension techniques will be utilized. The incumbent will report directly to the Eastern District Supervisor. The incumbent will spend much of his /her time working alone and with township, city/county personnel, and state wildlife personnel. On an irregular basis, the incumbent will assist or work on other wildlife damage projects in the Pennsylvania Wildlife Services Program.

Gathers, compiles, and evaluates data on damage or hazards caused by various wildlife species.

Conducts wildlife damage management activities where there is a demonstrated need consistent with the planned use of any given area to prevent or reduce economic loss to property, agriculture, or to protect human health and safety.

Wildlife damage management techniques/methods used include: toxic agents/devices, regulated sedatives and other animal drugs, aversive agents, auditory devices, and mechanical (traps, etc.) or environmental controls.

Modifies or adapts established wildlife damage management techniques as necessary to meet local conditions and address specific environmental, economic, or political considerations.

The incumbent must be able to establish and maintain strong cooperative working relationships with other agencies and a variety of interest groups, some varying opinions on best management practices to meet program needs and goals. Represents the WS program at meetings, conferences, and workshops with these groups.

Communicates safe and effective wildlife damage control techniques through extension and other media channels to the general public. Information is disseminated by radio, television, news releases, bulletins, conferences, and personal appearances. The incumbent will be the primary spokesperson to the public and media to describe operations.

Recommends through proper channels problems for potential research or developmental study.

May assist the WS research effort by participating in field test of proposed damage control materials, devices, or methods.

Prepares required scientific and administration program reports.

The incumbent will be responsible for developing and facilitating cooperative programs in the Pennsylvania Wildlife Services program, which may include conducting wildlife hazard assessments to alleviate actual and potential wildlife damage. The supervisor will provide broad goals and guidance. Incumbent must have experience and preferable education, on developing experimental designs to monitor wildlife populations. Must develop expertise in developing strategies to alleviate wildlife damage. Must be familiar with statistical design and analysis of experiments, be able to use computers to analyze data and write reports, have strong scientific writing skills, be able to communicate verbally, have knowledge and experience of trapping, capturing, handling, and collecting birds and mammals.

May provide technical supervision/guidance to lower grade employees, and will coordinate activities through the supervisor. The incumbent will serve as the project leader for all deer management activities within Solebury Township.

The incumbent will negotiate contracts for wildlife damage management services and cost reimbursement with cooperators.

Qualifications and Evaluation

Qualifications:

To qualify, you MUST meet all qualification requirements by the closing date of the announcement.

BASIC REQUIREMENTS: Applicants must possess a degree in biological science that includes: at least 9 semester hours in such wildlife

subjects as mammalogy, ornithology, animal ecology, wildlife management, or research courses in the field of wildlife biology; and at least 12 semester hours in zoology in such subjects as general zoology, invertebrate zoology, vertebrate zoology, comparative anatomy, physiology, genetics, ecology, cellular biology, parasitology, entomology, or research courses in such subjects(excess courses in wildlife biology may be used to meet the zoology requirements where appropriate); and at least 9 semester hours in botany or the related plant sciences.

OR
COMBINATION OF EDUCATION AND EXPERIENCE - equivalent to a major in biological science (i.e., at least 30 semester hours), with at least 9 semester hours in wildlife subjects, 12 semester hours in zoology, and 9 semester hours in botany or related plant science, as shown above, plus appropriate experience or additional education.

IN ADDITION TO MEETING THE BASIC REQUIREMENTS, AT THE GS-7/9 GRADE LEVELS: applicants must have 1 year of specialized experience equivalent in level of difficulty and responsibility to the next lower level in the Federal service. This experience is typically in, or related to, the work of the position being filled and must have equipped the applicant with the knowledge, skills, and abilities listed below.

OR
EDUCATION SUBSTITUTION AT THE GS-7 GRADE LEVEL: One full year of graduate level education in wildlife biology, wildlife management, or wildlife ecology.

OR
SUPERIOR ACADEMIC ACHEIVEMENT: To qualify based on superior academic achievement, an you must have completed all the following requirements for a bachelor's degree from an accredited institution AND must meet one of the following criteria:
Class Standing: graduated in the upper third of class.
GPA: have a grade point average of 3.0 or higher out of a possible 4.0 based on 4 years of education OR based on courses completed during the final two years of the curriculum.
Alternatively, a grade point average of 3.5 or higher out of 4.0 based on the average of the required courses completed in the major field of study OR the required courses in the major field completed during the final 2 years of the curriculum is also qualifying.
Election to membership in a national scholastic honor society that meets the minimum requirements of the Association of College Honor Societies.

EDUCATION SUBSTITUTION AT THE GS-9 GRADE LEVEL: Master's or equivalent graduate degree or 2 full years of progressively higher graduate level education in wildlife biology, wildlife management, or wildlife ecology.

OR
COMBINATION OF GRADUATE EDUCATION AND PROFESSIONAL EXPERIENCE AT THE GS-7/9 GRADE LEVELS: Combinations of successfully completed graduate level education and specialized experience may be used to meet total experience requirements. Only graduate level education in excess of the amount required for the next lower grade level may be combined with experience.

For more information on OPM Qualifications, visit:

[OPM Qualification Standards](#)

<http://www.opm.gov/qualifications/>

If you are found qualified for this position, you will ONLY be considered at the grade level(s) for which you applied

Special Conditions:

...Selectee must qualify in the use of firearms after appointment and will be required to carry and use firearms in the performance of the duties of this position.

...Applicants will be required to sign an HRO-Form 127, Inquiry for Positions Requiring Possession of Firearms, at time of appointment.

...Position is subject to random and applicant drug testing.

...Males born after 12/31/59 must be registered with the Selective Service.

...Subject to satisfactory completion of one year trial period.

...As a condition of employment, a background investigation is required for this position.

...May be required to pass Certified Applicators Examination.

How You Will Be Evaluated:

An automated scoring system will be used to initially rank applicants based on their answers to the vacancy specific questions.

Your self-determined rating, narrative responses, and resume will then be reviewed. The final rating will be determined based on all the information provided in the application package. Please ensure your resume and narrative responses provide enough detail to support your answers to the vacancy specific questions.

To preview questions please [click here](#).

Benefits and Other Information

Benefits:

Eligibility for employee benefits depends on your type of appointment and your tour of duty (work schedule). Generally, you must be hired on a permanent basis and have a regular full or part-time work schedule.

Some of the benefits for which you may be entitled are:

- Federal Employees Retirement System
- Thrift Savings Plan
- Federal Employees Health Benefits
- Federal Employees Group Life Insurance
- Flexible Spending Accounts
- Federal Long Term Care Insurance

For more information on these and many other benefits, go to:

[Federal Employee Benefits](#)

http://www.aphis.usda.gov/mrpbbs/job_opps/fed_gov_benefits.html

Other Information:

What are the Qualification Requirements for CTAP Applicants?

For information regarding CTAP eligibility click on the link below:

[Career Transition Assistance Programs](http://www.aphis.usda.gov/mrpbs/systems/pears/pears_applicants.html)

http://www.aphis.usda.gov/mrpbs/systems/pears/pears_applicants.html

If you follow the above link, at the website click on [Applicants] and then [Career Transition Assistance Programs]

Additional Information

More than one selection may be made if another vacancy occurs within 90 days of the issuance of the certification of eligibles.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs).

Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotope, etc) should contact: USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

This agency provides reasonable accommodation to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify this agency. The decision on granting reasonable accommodation will be made on a case-by-case basis.

How to Apply

How To Apply:

ONLINE APPLICATION:

Application to this announcement requires the online submission of basic applicant information, responses to vacancy specific questions or knowledge, skills and abilities (KSA) questions and submission of supporting documentation (described in the required documents section below). All application materials will be accepted until midnight Eastern Time on the closing date. Help in applying online is available Monday through Friday from 8:00 a.m. to 4:30 p.m. Central Time at the number listed in the Contact information section.

NOTE: Our online application system is 100% compatible with the following web browsers: Netscape; IE versions 5.5 and above and Safari 1.0 and above on Mac. If you are using any other web browser to complete your application you may experience errors, missing text or you may be unable to complete your application on-line.

STEP ONE (On-line Resume):

You must create a user account and at least one Federal resume at

USAJOBS. The information you provide in your Federal resume will become part of your application and will automatically be transferred to our system when you apply on-line.

1. Begin the application process by clicking on the [Apply Online] button at the bottom of the announcement.
2. Log into your USAJOBS account (if you are not already logged in) or create one (if you do not have one established).
3. Select the resume you would like to submit and click on [Apply for this position now!]. You will now be automatically transferred to our system where you will complete the application process.

STEP TWO (Personal Information):

1. Once you have been transferred, follow the on-screen prompts to complete your application. Be certain to read the on-screen instructions thoroughly before continuing. First, you will be asked to complete or update your information on file.
2. If you have already been to our site you will have the option to update your information on file or go directly to the assessment. We recommend selecting the option to update your information on file each time you apply. By selecting this option you will be able to verify your data on file is accurate. Additionally, your faxed supporting documentation is stored within this section and therefore you will be able to review your stored documents and/or print fax cover sheets if you need to submit/re-submit documents.
3. After completing or updating your information, you will be notified of the announcement types you are eligible to apply to. Follow the prompts to move through the website, you will be taken to a page containing a list of fax cover sheets for supporting documents.

STEP THREE (Faxing Supporting Documentation):

The next step of the application process is to fax all the required supporting documentation specified in the Required Documents section of this vacancy announcement. You do not need to have all of your supporting documentation submitted in order to continue with the online portion of the application process. Please carefully follow the instructions below to ensure your supporting documents are properly faxed and received. All required documents must be received by midnight Eastern Time on the closing date of the vacancy announcement.

***Not all of the document types listed will pertain to you; only submit documents needed to complete your application package. For example, the Schedule A Certification document must only be submitted by individuals applying based on eligibility for appointment due to a disability. The SF-50 is a form current and former Federal employees submit to document their Federal employment status.

FAX INSTRUCTIONS:

1. If you have previously faxed supporting documentation the status of those documents will indicate *Received*. There is no need to resubmit documents which show a status of received unless you are submitting an updated copy. (If a document is resubmitted, it replaces the previous submission, which means the previous document is no longer available to the human resources office. If you are adding to, rather than replacing, a previous submission, you must fax both the old document and the new document for them both to be accessible to HR.)
2. You must use a separate cover sheet for each category of supporting documentation (i.e., transcripts, SF-50, DD-214). Choose the document cover sheet(s) you would like to print by selecting the appropriate check boxes in the *Selected Documents* column.
3. Click the [Print Cover Sheets] button. A window will pop up containing the fax cover sheet(s) you selected. Print the coversheet (s). *NOTE:* You must be connected to a printer in order to print the coversheets. Additionally, you must allow pop-ups.
4. Once you have reviewed the list of documents and printed any required fax cover sheets click on [Done]. You will be moved forward in the application process.
5. Before faxing your document(s), take care to ensure the document is legible and all information is complete and signed, if necessary.
Fax only documents which are clear and legible. Original documents with light or faded print and/or dark or patterned backgrounds will not be legible upon receipt. Illegible faxed documents cannot be used for qualification or verification purposes.
6. Place the corresponding cover sheet on top of the document and fax the cover sheet and document together to the fax number specified on the cover sheet. *NOTE:* If you are faxing documents from more than one category of supporting documentation, you must submit them with the appropriate cover sheet. **EACH DOCUMENT TYPE MUST BE FAXED SEPARATELY** under its corresponding cover sheet. **DO NOT FAX ALL DOCUMENTS TYPES UNDER ONE COVER SHEET.** (i.e., Transcripts are one type of document; fax all pages of your transcript and other education-related documents under the transcript cover sheet; the SF-50 is another document type, if you are faxing more than one SF-50, fax them all under the SF-50 cover sheet.)
7. Be sure to save these cover sheets in the event you need to re-fax your supporting documents. Each fax transmission includes a unique identification number and bar code, which ensures your document is processed correctly.
8. You will receive an e-mail confirming the fax has been successfully received by Human Resources. You should retain your e-mail confirmation and confirmation of your fax transmittal report as proof of submission.

Your application will be considered incomplete and **YOU WILL BE FOUND INELIGIBLE** if you fail to submit the required

documentation
as specified under the required documents section by midnight
Eastern
Time on the closing date of the vacancy announcement.

STEP FOUR (Vacancy Specific Questions or KSAs):

1. After reviewing your supporting documentation, you will be asked to respond to questions specific to this vacancy. You must respond to all questions in order to save or proceed with the application process.
2. Once you have answered all vacancy questions click on [Finished].

STEP FIVE (Review and Submit Application):

The final step of the application process is to review and submit your complete online application package.

1. Review the personal information, core questions, vacancy questions and resume for accuracy and completeness.
2. Once you are satisfied with your application click on [Finished] to submit your application. If you do not click on this final [Finished] button your application will not be submitted and you will not receive consideration.
3. Once you have submitted your application you will be redirected back to USAJOBS where you may view your application status, continue to browse for open positions and/or apply for additional positions. You may return at any time until midnight Eastern Time on the closing date of the announcement to update or make changes to your application.

APPLICANTS WHO DO NOT APPLY ONLINE:

You are strongly encouraged to complete the on-line portion of the application process via USAJOBS. If you cannot apply on-line, call the number listed under Agency Contact section between 8:00 a.m. to 4:30 p.m. (Central Time) prior to the closing date to request a hard copy of the complete application package. If you do not request the complete application package, and your application does not include all the information requested within the web site *How do I apply if I cannot apply on-line* (See link below.), you will not be considered for this vacancy. Be advised, if you request an application package late in the announcement period, you cannot receive an extension past the closing date. Hard copy faxed applications must be received by midnight Eastern Time on the closing date of the announcement. Hard copy applications that are not faxed will be accepted at the Human Resources Office listed in the Agency Contact section of this announcement until 4:30 p.m. (Central Time). All hard copy applications must include all the information listed at *How do I Apply if I cannot apply on-line*. Application packages submitted via e-mail will NOT be accepted.

***Do NOT use government postage paid envelopes.

***Applicants who cannot apply on-line, click the link below for instructions on how to apply.

[How to apply if I cannot apply online](#)

http://www.aphis.usda.gov/mrpbs/systems/pears/pears_faq.html

At the above web site, click on *Frequently Asked Questions*, then *Applying for Jobs* and finally *How to apply if I cannot apply online*

***Be certain to submit all supporting documentation. This information should be submitted in the format prescribed within the Required Documents section of this announcement.

***If you are found qualified for this position, you will ONLY be considered at the grade level(s) for which you applied*

APPLICANTS MUST SUBMIT ALL OF THE INFORMATION REQUESTED ON THE WEB SITE *HOW DO I APPLY IF I CANNOT APPLY ON-LINE*. APPLICANTS FAILING TO SUBMIT A COMPLETE APPLICATION PACKAGE WILL NOT BE CONSIDERED FOR THIS POSITION.

Required Documents:

All required supporting documentation MUST be received by midnight Eastern Time on the closing date of the announcement. Supporting documentation must be faxed to the fax number noted on the system generated fax cover sheets. Please carefully read the *How to Apply* section for instructions on faxing your supporting documentation. You only need to fax your supporting documentation into the system one time. Once submitted, it will be automatically applied to any future positions you apply to with us. You only need to resubmit documentation if you need to submit an updated copy.

***Fax only documents which are clear and legible. Original documents with light or faded print and/or dark or patterned backgrounds will not be legible upon receipt. Illegible faxed documents cannot be used for qualification or verification purposes.

If your supporting documentation has light or faded print and/or dark or patterned backgrounds but is otherwise legible, it may be mailed to the address listed in the Agency Contact section. Mailed supporting documentation must include your name and the announcement number to which you are applying.

***If you are unable to fax your supporting documentation you may send it to the contact address listed in the Agency Contact section of this vacancy announcement. Mailed supporting documentation must include your name and the announcement number to which you are applying. Please note, if you are mailing your supporting documentation, you must submit one full set of supporting documentation for each announcement to which you are applying. If you list more than one announcement number on a set of supporting documentation, your supporting documentation will only be applied to the first number listed. Do NOT use government postage paid envelopes.

- Documentation of Education:
 - College transcripts or a list of all college courses with grades and credits (indicate quarter/semester hours and GPA, names of all colleges and universities attended including city, state, major (s) and type and year of degree(s) received); or
 - A copy of your college diploma. If your degree is in a *related* science or field you must provide a list of college courses or transcripts documenting you have completed the specific course work required for this vacancy (e.g., 24 semester units in a specific curriculum); or
 - Copies of current licenses (e.g., a license to practice veterinary medicine conferred by a state Board of Veterinary Medical Examiners) or copies of a certificate of membership in a professional organization, or certificates (e.g., Diplomate in a speciality area of veterinary medicine, CPA) that are indicative of possessing the educational requirements of this announcement.
 - If you are selected for a position that requires specific course work or you were qualified on the basis of an unofficial list of college courses or copies of diplomas, licenses, or certificates of membership you **MUST** submit copies of official college transcripts **BEFORE** your selection may be confirmed.

NOTE: Foreign education must be evaluated by an approved organization. The U.S. Department of Education may be of some help in

providing information on these organizations. Visit the U.S. Department of Education at the following web site:

<http://www.ed.gov/about/offices/list/ous/international/usnei/us/edlite-visitus-forrecog.html>

This is not an active link. You will need to copy and paste this address into your web browser address bar.

Your application package must include an English translation of the foreign transcript.

- If you are applying for Veterans' Preference, you **MUST** submit the following proof of eligibility:
 - Five Point Preference: DD-214 (Member Copy 4)
 - Ten Point Preference: DD-214 (Member Copy 4) and Standard Form 15 (Application for 10-Point Veterans Preference) with documentary proof required, such as a letter from the Department of Veterans' Affairs dated 1991 or later.
 - Click this link for a copy of Standard Form 15:
[Standard Form 15](http://www.opm.gov/forms/pdf_fill/SF15.pdf)
http://www.opm.gov/forms/pdf_fill/SF15.pdf
- For more information about Veterans' Preference follow the link below:

[Veterans' Preference](#)

At the above web site click on *Applicants* and then click on *Appointing Authorities for Veterans and Preference Information* or, visit:

http://www.aphis.usda.gov/mrpbs/systems/pears/pears_applicants.html

Or, reference OPM's VetGuide at:

[VetGuide](#)

<http://www.opm.gov/veterans/html/vetguide.htm>.

Contact Information:

Jon Crowson

Phone: 612-336-3364

Fax: 612-370-2209

Email: Jon.G.Crowson@aphis.usda.gov

Or write:

Marketing & Regulatory Programs

100 N. 6th Street

Butler Square Bldg, 5th Floor, Suite 510 C

Minneapolis, MN 55403

Fax: 612-370-2209

What To Expect Next:

After the announcement has closed, applicants will be evaluated to determine the best qualified. Best qualified applicants will be forwarded to the selecting official for further consideration and possible interview and selection.

You may check the status of your application on-line 24 hours a day through USAJOBS. To check on your application status:

1. Follow this link to the USAJOBS web site:
[USAJOBS Log In](#)
<http://www.usajobs.opm.gov/>
2. Click on the *MY USAJOBS* link.
3. Fill in your USAJOBS Username and Password and select the *Track your online job applications* link.
4. You will now see a complete list of all vacancies to which you have applied and the current status of your application for each vacancy.
5. To see more detailed information regarding your status for positions you have applied for with this agency, click on the *more information* link in the application status column.
6. You will be redirected to our system to view the details of your application
7. Once you have been redirected the [View Detailed Status of applications with this agency] option will be selected for you. Click on [Continue] and you will see the more detailed explanation of your status.

This *Track your online job applications* option is the only notification you will receive concerning the status of your application. No additional correspondence will be sent.

If you have questions about your rating please submit your questions in writing via e-mail or USPS mail to the contact listed in the *Agency Contact* section of this announcement.

EEO Policy Statement

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.

Reasonable Accommodation Policy Statement

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 Information

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](#).

Legal and Regulatory Guidance

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.

 CLOSE PRINT**Send Mail****Send Mail to:**

Marketing & Regulatory Programs

100 N. 6th Street

Butler Square Bldg, 5th Floor, Suite 510 C

Minneapolis, MN 55403

Fax: 612-370-2209

**Questions?****For questions about this job:**

Jon Crowson

Phone: 612-336-3364

Fax: 612-370-2209

Email: Jon.G.Crowson@aphis.usda.gov

USAJOBS Control Number: 910497



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