

Direct Hire Authority (DHA) Post-Secondary Student

OPEN: 8 FEB 2019

CLOSE: 22 FEB 2019

Position: Librarian

GS-1499-07 full performance level GS-1410-09

Salary Range: \$41,626 - \$66,194 USD per year

Term Appointment: Not to Exceed 13 months, may be extended up to 4 years.

Duty Location: Combined Arms Research Library (CARL), Fort Leavenworth, Kansas

This is a Public Advertisement for a term position being filled under the Department of Defense (DoD) Direct Hire Authority (DHA) Post-Secondary student enrolled in a Master's program for Library Science, Sec 1106, PL 114-328, 12/23/2016. Selection will be made at the GS-07.

Additional Information for DHA Positions: The term "post-secondary student" means a person enrolled and seeking a Master's degree in Library Science at an accredited college or university on a half-time to full-time basis. You must meet the definition of student throughout the duration of this appointment.

Basic Requirements for Qualification: Completion of 1 full academic year of graduate study in library science in an accredited college or university, in addition to completion of all work required for a bachelor's degree – OR - A total of at least 5 years of a combination of college-level education, training, and experience. To qualify on this basis, the applicant must establish conclusively that the education, training, and experience provided a knowledge and understanding of the theories, principles, and techniques of professional librarianship; a knowledge of literature resources; and the knowledge and abilities essential for providing effective library and information services.

You will be evaluated on the basis of your level of competency in the following areas:

- Reference and research principles and methodologies
- Current reference and research practices and tools
- Reference interview techniques
- Use of finding and research aids and bibliographic tools
- Knowledge of current technologies and information resources

PROMOTION AND CONVERSION TO THE COMPETITIVE SERVICE

Promotion to the target grade, GS-09 is contingent upon completion of a degree in library science and satisfactory completion of all required training and continuous satisfactory performance. This position may be converted to the competitive service upon satisfactory completion of the program and training requirements.

Your pay will be set within the range specified in this vacancy announcement and will be based on such factors as your qualifications, education, experience, training, and availability of funds.

Duties:

At the GS-07 level serves as an intern receiving advanced on-the-job training and instruction in the application of librarian techniques and methodologies. Performs a variety of assignments selected to broaden skills and provide practical experience to prepare for progressively more complex assignments. Tasks are frequently portions of broader assignments of higher-level professional employees.

At the full performance level (GS-09), individuals typically:

- Provides comprehensive reference, research, and information services in support of the mission-related requirements of the US Army Command and General Staff College and Department of Defense military and civilian personnel at all policy and decision levels and other authorized users.
- Researches and prepares annotated/unannotated comprehensive and selective bibliographies, briefing guides, informational brochures, and specialized lists upon request and in conjunction with mission requirements.
- Interviews and interacts with customers to establish and analyze their requirements. Exercises sound judgement to locate and select authoritative print and online resources. Formulates unique search strategies and conducts effective searches using appropriate retrieval methods.
- Provides training, advice, quality control and technical assistance to other public service staff and library personnel.
- Participates in the collection development process by selecting and recommending new and updated materials and services and recommends withdrawals of materials.

Your application package must include, at a minimum, your resume and transcripts. Complete application packages should be sent to beata.a.moore.civ@mail.mil.

Benefits:

Vacation and Sick Leave Program	Health and Life Insurance
Paid Federal holidays	Retirement Plan & 401K Equivalent
Family Friendly Leave	Flexible Spending & Health Savings Accounts

Other Information:

- 1) All candidates MUST be citizens of the United States.
- 2) All candidates must pass a background check and be able to attain and maintain a Secret clearance.
- 3) Male applicants born after December 31, 1959, are required to complete a Pre-Employment Certification Statement for Selective Service registration prior to

appointment. Failure to comply may be grounds for withdrawal of an offer of employment or dismissal after appointment.

- 4) Position may require up to 10% travel within the USA.
- 5) Lifting of moderately heavy items such as boxes of books or journals, some weighing as much as 45 pounds and extended use of video display terminals.
- 6) This position requires the completion of a pre-employment Physical Examination and an annual examination thereafter to ensure the continued, required level of physical health & ability, to perform the duties of the position.
- 7) Must be able to work irregular hours of duty, to include evenings and weekends.

The Federal Government is an Equal Opportunity Employer.

Army will provide equal employment opportunity in all actions taken under this authority. All actions to evaluate, appoint, develop, and promote individuals under this authority will be based on merit and made without regard to race, ethnicity, color, religion, sex (including pregnancy and gender identity), national origin, age, disability, sexual orientation, genetic information or other non-merit based factor. Otherwise qualified applicants with disabilities who need reasonable accommodation may notify the agency Point of Contact on this announcement of their need.