



**VACANCY ANNOUNCEMENT**

**OPEN DATE:** January 29, 2021

**CLOSING DATE:** February 12, 2021

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

**TYPE OF POSITION:** Excepted Service -Temporary Appointment not to Exceed 4 months (May – August) exact dates TBD

**WORK SCHEDULE:** Full-time

**ANNOUNCEMENT #:** **WIWS 21-002**

**SERIES/GRADE:** GS-0404-03/04

**FULL PERFORMANCE LEVEL:** Grade determination is based upon meeting the minimum qualification requirements of the individual grade level. Selectee will be hired at the grade level qualified for with no further promotion potential.

**LOCATION:** **Waupun, Wisconsin**  
(Relocation expenses will not be paid)

**SALARY:** 2021 Milwaukee Locality Pay.  
**GS-3-**\$14.04 per hour  
**GS-4-**\$15.76 per hour

**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)  
 Transcripts (if qualifying on education)  
 DD-214 (Member 4 copy) and/or VA letter required for applicable Veteran Preference.

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.

**United States  
 Department of  
 Agriculture**

Animal and Plant Health  
 Inspection Service

Wildlife Services

WI State Office

732 Lois Dr.  
 Sun Prairie, WI 53590  
 Ph: 608 837-2727

**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 (preferred) must be received by 4:00pm on closing date to be considered. Photographs of application materials are not allowed.

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Waupun, WI 53963  
[charles.d.lovell@usda.gov](mailto:charles.d.lovell@usda.gov)  
(920) 324-4514

**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/explosives; drop nets; rocket/cannon nets; various other scaring devices.

Utilizes knowledge of WDM methods and strategies to recommend appropriate WDM strategies which alleviate wildlife damage through technical assistance under the supervision of higher-graded or more experienced employees.

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.

Provides appropriate technical assistance recommendations on common wildlife and WDM issues on a limited basis. Appropriate recommendations require basic knowledge of Federal, State and local wildlife and WDM specific regulations and policies.

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.

Enters data into established WDM database/system of record. Uses data to prepare and submit routine reports regarding daily, weekly or monthly activities, observations, events.

Responsible for reporting accomplishments, problems encountered, work locations, etc. to supervisor.

Maintains records of chemical control use to comply with State and Federal regulatory requirements.

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.

Conducts all operations using approved safety procedures and in accordance with local, State and Federal laws and regulations, and USDA, APHIS, and WS policies.

Identifies safety-related opportunities and challenges and communicates them to the supervisor.

Supports the WS safety program and procedures through participation in meetings, inspections, and implementation of safety requirements and protocols.

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.

Complies with restrictions and mitigation measures established through consultation with relevant Federal and State agencies.

May assist WS research efforts by participating in field tests of proposed damage control materials, devices or methods or providing biological or other specimens.

Performs other duties, as required.

**MINIMUM ELIGIBILITY REQUIREMENTS:**

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

**QUALIFICATIONS REQUIRED:**

**GENERALIZED 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 GRADE 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.

**For the GS-4 Grade Level:**

Applicants must have 6 months of general experience and 6 months of specialized experience (equivalent to the GS-03 level) that may have been obtained in the private or public (local, county, state, Federal) sectors which demonstrates:

- Ability to identify various species of animals.
- Experience recognizing and accurately identifying damage caused by various wildlife species and selecting appropriate species-selective management actions.
- Experience in application of the principles of wildlife ecology and management to support of a wildlife management program.
- Experience keeping routine and basic records of daily activities and observations.

**OR**

**Education Substitution at the GS-4 Grade Level:** Successful completion of 2 years of study that included at least 12 semester hours in any combination of courses such as biology, chemistry, statistics, entomology, animal husbandry, botany, physics, agriculture, or mathematics. At least 6 semester hours of courses must be in wildlife.

**OR**

**Combination of Education and Experience at the GS-4 Grade 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.
- 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.**

\*\*Drug testing and fingerprint cards have been suspended until further notice due to the COVID-19 pandemic. In order to continue employment, selectees will still be required to successfully pass drug tests and submit fingerprint cards once these items are reinstated.\*\*

*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.**