

NOAA INTERNAL JOB OPPORTUNITY FOR NON-COMPETITIVE REASSIGNMENT

Open Period: August 15 - August 23, 2016

Title, Series, Band/Grade: Safety and Occupational Health Manager, ZA-0018-04 (GS-13/14 Equivalent)

Duty Station: Silver Spring, Maryland

Who May Apply/Area of Consideration: Current NOAA employees at the (1) ZA/ZP Pay Band 4; or (2) GS-13 grade level (FPL 14)

Relocation: Relocation expenses **will not** be considered.

Security Level: Low Risk

Background: Come join the dynamic team that oversees the National Ocean Service's operating practices. This position, which is located in the National Ocean Service's headquarters Administrative Division, provides key oversight of safety, environmental compliance, and energy consumption. The incumbent will promote safe and environmentally compliant operating practices and facilitate energy efficiency and security reviews of NOS facilities.

Duties: The incumbent serve as the NOS Lead Environmental Compliance Officer (LECO). Will promote environmentally responsible facilities and operating practices that reduce overall consumption and operating cost. Create policies, define NOS-wide projects/programs/actions that are consistent with achieving environmental strategic goals promulgated by Executive Order, DOC and NOAA. Develop an NOS Environmental Health and Safety Action Plan. Develops NOS-wide compliance procedures, monitoring Federal legislation and regulations, implementing training programs, and ensuring that environmental funding requirements are reflected in budget submissions.

The work of this position involves managing multiple assignments and conflicting priorities while maintaining good customer service and meeting various deadlines.

Knowledge, Skills, and Abilities (KSAs):

- Knowledge of safety and occupational health concepts, principles, and procedures to determine compliance with applicable regulatory provisions;
- Ability to develop safety and occupational health compliance procedures and guidelines;
- Ability to conduct an assessment of facility conditions in order to provide a report on the safety and environmental issues;
- Ability to analyze operating practices to minimize adverse effects on the safety and occupational health of individuals
- Ability to identify problems, propose solutions, and defend recommendations, and
- Ability to write and communicate clear guidelines.

Educational Qualifications: *There is a positive education requirement for this position. To qualify for this position applicants must meet the following individual occupational requirements listed:*

Undergraduate and Graduate Education: Major study—safety or occupational health fields (safety, occupational health, industrial hygiene), or degree in other related fields that included or was supplemented by at least 24 semester hours of study from among the following (or closely related) disciplines: safety, occupational health, industrial hygiene, occupational medicine, toxicology, public health, mathematics, physics, chemistry, biological sciences, engineering, and industrial psychology.

In addition to meeting the individual occupational requirements, applicants must have 1 year of specialized experience equivalent to at least the ZA-04 (GS-13/14 or equivalent) level in the Federal service obtained in either the private or public sector, performing the following types of tasks: initiating and promoting safety and environmentally responsible facilities and activities; inspecting workplaces and processes for compliance with established safety and environmental policies or standards; analyzing work tasks to determine existing or potentially hazardous situations; developing operating procedures or guidelines to assure safe and occupational healthful working conditions; and developing or implementing training activities to create awareness of safety hazards.

Specialized Experience Statement: Applicants must possess the specialized experience equivalent in difficulty and responsibility to the position being filled. Specialized experience is experience that has equipped the applicant with the particular competencies/knowledge, skills and abilities to successfully perform the duties of the position.

Specialized Experience for this position includes: ensuring that safety and environmental compliance requirements at facilities are addressed; broad knowledge of safety and occupational health principles, environmental compliance issues, methods and techniques is a common occupational requirement; skill in recognizing hazardous or potentially hazardous conditions and actions that improve environmentally responsible operations including reduced energy consumption and impact, developing measures to eliminate or control these conditions and effectively communicating the appropriate measures to resolve these problems is essential.

How to Apply: E-mail your resume with a cover letter which includes a statement of interest and a brief description of your qualifications as they relate to this reassignment opportunity notice to: NOS.APPLYNCR@noaa.gov. ****Do not send PII info to this email account****

NOTE: *Any PII information should be sent using DOC's approved Accellion Secure File Transfer program – found at <https://sft2.doc.gov/>

Additional Questions – Point of Contact:

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