

DEPARTMENT OF THE ARMY
Vacancy Announcement Number: WTEJ04829730

Changes to the Job Announcement: N/A

Opening Date: April 22, 2004

Closing Date: May 05, 2004

Position: Human Resources Specialist (Military), GG-0201-12
Salary: \$60,638 - \$78,826 Annual
Place of Work: U.S. Army Intelligence & Security Command, 1st Information Operations
CMD (Land), Technical Advisory Section, Fort Belvoir, VA
Position Status: This is a Permanent position. -- Full Time
Number of Vacancy:4

Click on links for more information

Duties: Performs, monitors, and/or directs accomplishment of military personnel functions for the Command. Reviews and interprets regulations, directives, and reports pertinent to these functions. Based upon analysis of higher echelon requirements and needs of the Command, formulates and recommends military personnel policies. Military personnel programs include such functions as classification and assignment, pay, evaluation, promotion, demotion, personnel utilization, transfer, awards, discharge and retirement, enlisted qualitative retention, strength management, information activities, researching circumstances etc. Advises, guides, and assists subordinate staff members on military personnel matters. Counsels and advises key personnel of command on promotional opportunities, career planning, and related subjects. Interpret regulations, directives, and policies, and advises on appropriate courses of action.

Who May Apply:

- All U.S. Citizens

Qualifications: Click on link below to view qualification standard.

General Schedule

- Applicants claiming Veterans Preference will be required to provide proof upon selection. Must be able to obtain and maintain a Top Secret Security Clearance based on a single scope background investigation (SSBI) with eligibility for sensitive compartmented information (SCI). TDY Travel will be less than 25% of the work schedule. Specialized experience is knowledge of military personnel management regulations, concepts, legal requirements and procedures. Ability to gather and analyze facts, identify problems, draw conclusions and formulate recommendations for corrective or other appropriate action. Skill in verbal and written communication.
- GS-12 and above: One year of experience directly related to the occupation and equivalent to at least the next lower grade level. There is no substitution of education for experience at this level.
- The experience described in your resume will be evaluated as related to the qualifications, knowledge, skills and abilities required for this job.

Other Information:

- Multiple positions will be filled from this announcement.
- Selection is subject to restrictions resulting from Department of Defense referral system for displaced employees.
- Permanent Change of Station (PCS) expenses are not authorized.

Other Requirements:

- Must comply with Drug Abuse Testing Program requirements.
- You will be required to provide proof of U.S. Citizenship.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is Required.
- DCIPS Excepted Position.

How to Apply: (Click on How to Apply)

- Self-nomination must be submitted by the closing date.
- Resume must be on file in our centralized database.

If your resume is currently in our central database, you may click here to [Self Nominate](#)

Click here to use the [Army Resume Builder](#) to create your resume. Follow the instructions in this vacancy announcement to apply for the job.

Point of Contact: WCPOC, resumix-west@cpocwcp.hua.army.mil

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