

Generic Occupation: AWA-AOV-15-0101SS-41731, Series: 2152 (Generic)

Grade(s): FV-J

Status: Closed Vacancy

Job Title: Air Traffic Control Specialist

Department: U.S. Department of Transportation

Agency: Federal Aviation Administration

Job Announcement Number: AWA-AOV-15-0101SS-41731

SALARY RANGE: \$75,079.00 - \$116,393.00 / Per Year
The salary above does not include locality. The locality will be based upon the duty location of selection.

OPEN PERIOD: Friday, May 22, 2015 to
Friday, June 05, 2015

SERIES & GRADE: FV-2152-J

POSITION INFORMATION: Full Time - Permanent

DUTY LOCATIONS: Washington, District of Columbia - Vacancies: 1
Atlanta, Georgia - Vacancies: 1
Fort Worth, Texas - Vacancies: 1
Renton, Washington - Vacancies: 1

WHO MAY APPLY: Current or Former Federal Employees & EVHO
Click [here](#) for definition of EVHO.

SECURITY CLEARANCE: Public Trust - Background Investigation

SUPERVISORY STATUS: No

JOB SUMMARY:

[About the Agency](#)

Business Component:

Associate Administrator for Aviation Safety, Air Traffic Safety Oversight Service

RELOCATION AUTHORIZED:

- Yes
- **Permanent Change of Station (PCS)** - Employees with status: A fixed relocation payment of \$27,000 will be paid.

KEY REQUIREMENTS:

- US Citizenship is required.
- Selective Service Registration is required for males born after 12/31/1959.
- A recent SF-50 is required (See Required Documents for requirements)
- Must be able to obtain and retain a Government Travel Charge Card.

DUTIES:

The incumbent serves as an Air Traffic Control Specialist in the Air Traffic Safety Oversight Service (AOV). Responsible for implementing, conducting, auditing, and directing work activities required to achieve AOV goals.

The incumbent also:

- Applies experience and comprehensive knowledge of air traffic control procedures and operations.

- Monitors all phases of air traffic operations and recommends changes to improve system safety.
- Develops criteria within approved guidelines to identify local and system trends and hazards.
- Applies knowledge of Federal Aviation Administration (FAA) programs, strategic priorities, and regulations.
- Maintains an in-depth knowledge of current AOV/ATO functional responsibilities pertaining to air traffic operations, requirements, air regulatory programs and activities.
- Directs or participates in activities designed to determine compliance with air traffic operations, regulations, and requirements.
- Collaborates with AOV counterparts, AVS colleagues, the Air Traffic Organization (ATO), and external entities.
- Evaluates data and demonstrates skills in analysis, development of trends, and data correlation.

Employee works independently with work being reviewed rarely, typically through status reports and at project completion, to ensure policy compliance and alignment with the requirements of projects and/or other work activities.

Plans, leads, conducts or participates in surveillance activities to measure and determine compliance with established FAA orders, rules, procedures, and policies while promoting continued operational safety.

QUALIFICATIONS REQUIRED:

To qualify for this position you must demonstrate in your application that you possess at least one year (52 weeks) of specialized experience equivalent to the next lower grade FV-I or FG/GS-13 in the Federal Service. Specialized experience is experience that has equipped you with particular knowledge, skills, and abilities to perform successfully the duties of the position. Specialized experience may include but not limited to:

An example of specialized experience includes:

Demonstrated knowledge of air traffic control procedures and operations.

Qualifications must be met by the closing date of this vacancy announcement.

In addition to the minimum qualifications, the following has been determined to be a selective factor for this position. This means possessing this criterion is part of the minimum qualifications and is essential to perform the duties and responsibilities of this position. Applicants who do not possess this criterion are ineligible for further consideration.

- **SELECTIVE PLACEMENT FACTOR:** Do you have experience as a Certified Professional Controller in a FAA high density facility, characterized as an ATC Level 10 or above? Please explain.

Evaluation Criteria

Knowledge, Skills and Abilities (KSA)

1. Knowledge of the National Airspace System (NAS) operating systems.
2. Knowledge of air traffic control operating rules, laws, procedures, policies, regulations, equipment and systems (enroute and/or terminal).
3. Skill in conducting robust data analyses, syntheses, and correlation and in the identification and evaluation of trends.
4. Skill in conducting independent research while also working effectively on teams.
5. Ability to communicate information to diverse audiences through use of written reports and oral briefings and presentations.

IMPORTANT: Ensure that your work experience supports your Knowledge, Skills and Abilities (KSA), and Other Factors answers. Your answers and associated work experience will be evaluated further to validate whether the answers that you selected are appropriate. Answers will be adjusted by a Human Resource Specialist as appropriate.

We are not accepting applications from noncitizens.

HOW YOU WILL BE EVALUATED:

Applicants may be rated on the extent and quality of experience, education, and training relevant to the duties of the position(s). All answers provided in the on-line process must be substantiated.

To preview the application questionnaire, click the following link: [View Application Questionnaire](#)

BENEFITS:

You can review our benefits at: http://www.faa.gov/jobs/working_here/benefits/

OTHER INFORMATION:

We may use this vacancy to fill other similar vacant positions.

Travel may be required.

Position may be subject to a background investigation.

A one-year probationary period may be required.

The person selected for this position may be required to file a financial disclosure statement within 30 days of entry on duty. FAA policy prohibits certain outside employment and financial investments in aviation-related companies.

NOTES:

1. As a part of the Federal-Wide Hiring Reform Initiative (streamlining the hiring process), the FAA is committed to eliminating the use of Knowledge, Skills and Ability (KSA) narratives from the initial application in the hiring process for all announcements. Therefore, as an applicant for this announcement, you are NOT required to provide a narrative response in the text box listed below each KSA. In lieu of providing a KSA narrative response in the text box listed below each KSA, in your work history, please include information that provides specific examples of how you meet the response level or answer you chose for each KSA. Your work history examples should be specific and clearly reflect the highest level of ability. Your KSA answers will be evaluated further to validate whether the level that you select is appropriate based on the work history and experience you provided. Your answers may be adjusted by a Human Resource Specialist as appropriate.
2. The applicant MUST provide a narrative response to the Selective Placement Factor in the space provided.
3. All, some, or none of the applicants may be interviewed.
4. AVS organizations in HQ may fill similar or multiple positions from this vacancy announcement.
5. Applicants may be asked to verify information you have provided on your application for employment with the FAA.
6. Please ensure you answer all questions and follow all instructions carefully. Errors or omissions may impact your rating or may result in not being considered for the job.
7. This position is covered by the FAA Core Compensation Plan. Additional information about core compensation is available on the following website: <http://jobs.faa.gov/FAACoreCompensation.htm>
8. Base salary for this position ranges from \$75,079 to \$116,393 and does not include Save Pay.
9. Positions are open in Washington, DC with a locality of 24.22%, Atlanta, GA with a locality of 19.29%, Fort Worth, TX with a locality of 20.67% and Renton, WA with a locality of 21.81%.
10. Fixed Rate PCS of up to \$27K is authorized per the FAA Travel Policy. Current Federal Employees (Transferees without a break in service) are eligible for a Fixed Rate PCS up to \$27,000. All other selectees are eligible for a Fixed Rate PCS up to \$10,000.

This is not a bargaining unit position.

Links to Important Information: [Locality Pay](#), [COLA](#), [Citizenship](#)

HOW TO APPLY:

You must apply online to receive consideration. Your application must have a status of "**Received**" by 11:59 PM **Eastern Time** on the Closing Date for it to be accepted. If you are applying for positions associated with FAA registers, your application must have a status of "**Received**" each time a referral list is created in order to receive consideration for positions associated with register.

IN DESCRIBING YOUR WORK EXPERIENCE AND/OR EDUCATION, PLEASE BE CLEAR AND SPECIFIC REGARDING YOUR EXPERIENCE OR EDUCATION.

We strongly encourage applicants to utilize the USAJOBS resume builder in the creation of resumes.

Please ensure EACH work history includes ALL of the following information:

- Job Title (include series and grade if Federal Job)
- Duties (be specific in describing your duties)
- Employer's name and address
- Supervisor name and phone number
- Start and end dates including month, day and year (e.g. June 18 2007 to April 05 2008)
- Full-time or part-time status (include hours worked per week)
- Salary

Determining length of General or Specialized Experience is dependent on the above information and failure to provide ALL of information may result in a finding of ineligible.

You may **upload completed documents** to your USAJOBS Account. This will provide you the opportunity to utilize the uploaded information again when applying for future vacancies. Please see this guide, [Document Upload Guide](#), for more information on uploading and re-using documents in your applications.

Forms:

- [FAA-3330-43 : Rating of Air Traffic Experience](#)

REQUIRED DOCUMENTS:

Only supplemental documentation, e.g. SF-50s or veteran's documentation will be accepted in combination with your on-line application. Documents must be uploaded or faxed to 1-866-291-3009 on or before the closing date of this announcement. All submitted documents should reference the announcement number.

Applicants claiming eligibility for the Expanded Veterans Hiring Opportunity (EVHO), MUST submit a DD Form 214 reflecting character service to verify eligibility by the closing date of the announcement as requested by the Human Resource Office. Eligibility for EVHO will be considered based on applicable documentation submitted by the closing date.

If you are a current or former federal applicant (including a current FAA employee), you MUST provide a copy of your most recent SF-50 (Notification of Personnel Action) containing information in blocks 15, 17, 18, 19, 22, and 24 so it can be used to verify your position, title, series, grade, tenure, and organization of record. The SF-50 must be received by the closing date of this announcement in order to receive consideration. You may fax your SF-50 or upload into the on-line application. If faxing the SF-50, please ensure you include the vacancy announcement number on the faxed copy.

If you are a current federal employee and need a current copy of your SF-50, please contact your personnel office. If you are an FAA employee you can access and print your SF 50 from the eOPF system <https://eopf.nbc.gov/dot/>. If you are a former Federal employee, you can obtain copies of your SF-50 Notification of Personnel Action by writing the National Personnel Records Center, Annex, 1411 Boulder Boulevard

Valmeyer, IL 62295. Additional information is available from this link: <http://www.archives.gov/st-louis/civilian-personnel/>.

AGENCY CONTACT INFO:

Customer Service

Phone: (202) 267-8012

Fax: 1-866-291-3009

Email: 9-AWA-AHR-200-

VACANCYINQUIRY@FAA.GOV

Agency Information:

Federal Aviation Administration

HQ Human Resource Management Division, AHF-100

800 Independence Avenue, SW

Room 523

Washington, DC

20591

US

Fax: 1-866-291-3009

WHAT TO EXPECT NEXT:

Candidates for FAA positions are evaluated using our Automated Vacancy Information Access Tool for Online Referral (AVIATOR) system. AVIATOR compares your skills and experience as described in your application with the requirements of the position. If you are found to be an eligible, highly-qualified candidate, you will be referred to the selecting official for further consideration. (In some cases, individuals with priority for special consideration must be considered and selected before other candidates.) Whether or not you are contacted for an interview depends upon the location of the position and the judgment of the selecting official.

Important - If you make any change to your application, you must resubmit it. If you change your application and do not resubmit it, your changes will not be considered part of your application package, and your previous application will be considered.

FAA is an Equal Opportunity Employer

All qualified applicants will be considered regardless of political affiliation, race, color, religion, national origin, gender, sexual orientation, marital status, disability, or other non-merit factors. DOT provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for the application and hiring process, please notify us. Decisions on granting reasonable accommodation will be made on a case-by-case basis. Additional information on reasonable accommodations procedures or on EEO Programs is available on [Office of Civil Rights \(ACR\)](#) or by contacting the local FAA Civil Rights Office.