



Job Title: Industrial Hygiene Technician
Department: Department of the Air Force
Agency: Air National Guard Units (Title 32)
Job Announcement Number: TN 13-024

SALARY RANGE: \$57,408.00 to \$74,628.00 / Per Year
OPEN PERIOD: Tuesday, January 15, 2013 to Monday, February 11, 2013
SERIES & GRADE: GS-0690-11
POSITION INFORMATION: Full Time - Excepted Service Permanent
PROMOTION POTENTIAL: 11
DUTY LOCATIONS: 1 vacancy in the following location:
 Nashville, TN United States
WHO MAY APPLY: Permanently employed Air Technicians in Nashville, TN and Permanently employed Air Technicians Statewide

JOB SUMMARY:

The National Guard is the oldest component of the Armed Forces of the United States and one of the nation's longest enduring institutions. Since the earliest American colonial days, citizens have joined together for collective defense. We have a proud tradition of coming to the aid of our friends and neighbors in times of serious emergencies. Join our Tennessee National Guard team and serve your nation, Tennessee and your community!

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted position that requires membership in a compatible military assignment in the National Guard. Selectee will be required to wear the military uniform. Acceptance of an excepted position constitutes concurrence with these requirements as a condition of employment. Applicants who are not currently a member of the National Guard must be eligible for immediate membership and employment in the National Guard in the military grade listed in this announcement.

POSITION TITLE: Industrial Hygiene Technician

POSITION LOCATION: 118th AW, Nashville, TN

AREAS OF CONSIDERATION: ON BOARD ONLY

FIRST: Permanently employed Air Technicians in Nashville, TN.

SECOND: Permanently employed Air Technicians Statewide.

APPOINTMENT TYPE: Enlisted MAX GRADE: E7

MILITARY COMPATIBILITY: 4B0X1

CLEARANCE: Secret

PD NUMBER: D1719000-566895

PERMANENT CHANGE OF STATION: NOT AUTHORIZED

Payment of Permanent Change of Station (PCS) costs is not authorized, based on a determination that a PCS move is not in the Government's interest.

INTRODUCTION: This position is located in the Medical Group at an Air National Guard Wing. The purpose of this position is to provide a professional Industrial Hygienist to plan, schedule, execute, manage, and administer the installation-wide Industrial Hygiene/Bioenvironmental Engineering Program (IH/BEE), which includes occupational health/industrial hygiene, radiation safety, and environmental

monitoring to maintain and promote the health and well being of military and technician personnel.

KEY REQUIREMENTS

- This position is located at 118TH AW, Nashville, TN

DUTIES:

DUTIES & RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO: (1) As an Industrial Hygienist, ensures statutory and regulatory compliance with applicable Occupational Safety and Health Administration (OSHA) and Air Force Occupational Safety and Health (AFOSH) directives regulations. (2) Researches industrial operations and develops, implements, and executes surveillance strategies, inspections and evaluations of operational facilities and various activities to detect and eliminate health hazards. (3) Determines and assigns Risk Assessment Code (RAC) to health hazards. (4) Reviews plans for new and existing facility construction projects. (5) Manages and assesses installation environmental sampling, analysis and monitoring requirements, and performs ambient, source and substance tests and monitoring. (6) Serves as the installation point of contact and coordinator for Agency Toxic Substances and Disease Registry (ATSDR) activities, including assembling and maintaining an inventory of information sources and documents, providing information and expert advisory services relative to ATSDR health assessments/risks, and preparing related correspondence and reports. (7) Develops, implements, and manages the Federal Hazard Communication Standard as mandated by OSHA. (8) Authorizes, reviews, and validates new hazardous material issued on AF Form 3952, Chemical Hazardous Material Request/Authorization. (9) Serves as the competent authority on radioactive material on base, controlling management of these materials from receipt to disposal. (10) Serves as the Base Radiation Safety Officer for Radio-Frequency radiation, ionizing radiation, and laser radiation. (11) Serves as the program manger that ensures installation compliance with OSHA confined space standards. (12) Researches, formulates, and implements workplace air sampling strategy; performs air sampling surveys and evaluates results. (13) Conducts noise surveys before commencement of new operations or work processes, when notified that operations/processes have changes, or on a periodic basis. (14) Directs the base Respiratory Protection Program (RPP) IAW AFOSH Standard 48-137, Respiratory Protection Program based on air sampling results and expert professional judgment. (15) Manages the base drinking water surveillance program, ensuring full compliance with all aspects of the EPA Safe Drinking Water Act (SDWA). (16) Develops, implements, manages, and institutes the base ergonomic program, which includes work site surveys to evaluate compliance with the most current practices and determine if there are work practices which could be cause cumulative trauma disorders. (17) Coordinates and performs internal and external Environmental, Safety and Occupational Health audits. (18) Reviews and provides input to the installation Environmental Engineer regarding federal and state environmental permit applications. (19) As a member of the Environmental Differential Pay (EDP) review Committee, evaluates proposed EDP situations for degree of health risk and functions as the technical expert on availability and soundness of protective equipment or clothing. (20) Updates and reviews base disaster/contingency/response plans. (21) Manages the base Quantitative Fit Test (QNFT) program. (22) Maintains regulations, standards and manuals; writes supplemental guidance to ANG and AF directives; prepares correspondence and a variety of reports relative to the local IH/BEE program. (23) Serves as advisor to state occupational safety and health councils, member/advisor on management boards and committees concerning industrial health and bioenvironmental issues. (24) Develops, writes, schedules, and implements the training plans for subordinate employee(s). (25) Plans and organizes the work of subordinates. (26) Performs other duties as assigned.

QUALIFICATIONS REQUIRED:

Basic Requirements: Degree -- Completion of a full 4 year course of study at an accredited college or university leading to a bachelor's or higher degree in Industrial Hygiene or a branch of engineering, physical science, or life science that included 12 semester hours in chemistry, including organic

chemistry, and 18 additional semester hours of courses in any combination of industrial hygiene, biochemistry, physics, engineering, health physics, environmental health, biostatistics, biology, physiology, toxicology, or epidemiology.

OR:

A combination of college-level education and professional experience that furnished a thorough knowledge of the theory and application of principles of industrial hygiene and closely related sciences such as physics and engineering controls. Education: At least 30 semester hours of education are required in addition to the relevant qualifying experience. Experience: For some positions covered by this standard, applicants may possess certain kinds of experience in lieu of education. In such cases, applicants may meet minimum qualification requirements through experience equivalent to a 4 year degree. This experience may have been obtained in field, laboratory, or engineering settings.

REQUIRED SPECIALIZED EXPERIENCE: Must have 36 months experience and education which has provided the applicant with a broad knowledge of the theory and application of the principles of industrial hygiene and closely related sciences. Such work must have involved experience in all of the following areas: the acquisition of quantitative and qualitative data and the measurement of exposures for a variety of chemical, physical and biological stresses; the analysis of the data acquired and the prediction of probable effects of exposures on the health and well-being of workers; and the selection and recommendation of appropriate control, including management, medical, engineering, education or training, and personal protective equipment. Meeting the months of experience requirement will not by itself be accepted as proof of qualification. Quality, type, and scope of experience or education must be demonstrated to show that applicant is fully qualified to perform duties at the grade level announced.

SUPPLEMENTAL INFORMATION: Resume must reflect applicable experience.

1. Knowledge of basic environmental health concepts, principles, methods, and techniques.
2. Knowledge of Survey and Inspection Techniques.
3. Knowledge of laws and regulations governing environmental health practices.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE: See Basic Requirements

You **MUST** submit required documents for your application to be considered.

HOW YOU WILL BE EVALUATED:

Once the application process is complete, a review of your application will be made to ensure you meet the job requirements. To determine if you are qualified for this job, a review of your resume will be made to determine if it shows the minimum Required Specialized Experience. If a rating and ranking is required, your resume will be used to compare your responses against the Supplemental Information which is the Knowledge, Skills and Abilities (KSA's). The categories used to assess all applicants that are rated is Highly-Qualified, Well-Qualified, and Qualified.

BENEFITS:

The Federal government offers a number of exceptional benefits to its employees. The following Web addresses are provided for your reference to explore the major benefits offered to most Federal employees.

Main New Employee Website - http://www.opm.gov/insure/new_employ/index.asp

Flexible Spending Accounts - The Federal Flexible Spending Accounts Program (FSAFeds) allows you to pay for certain health and dependent care expenses with pre-tax dollars. For additional information visit: <https://www.fsafeds.com/fsafeds/index.asp>

Health Insurance - The Federal Employees Health Benefits Program offers over 100 optional plans. For additional information visit: <http://www.opm.gov/insure/health/index.asp>

Leave - Most Federal employees earn both annual and sick leave. For additional information visit: <http://www.opm.gov/oca/leave/index.asp>

Life Insurance - The Federal Employees' Group Life Insurance Program (FEGLI) offers: Basic Life Insurance plus three types of optional insurance, for additional information visit: <http://www.opm.gov/insure/life/index.asp>

Long Term Care Insurance - The Federal Long Term Care Insurance Program (FLTCIP) provides long term care insurance for Federal employees and their parents, parents-in-law, stepparents, spouses, and adult children. For additional information visit: <http://www.ltcfeds.com/>

Retirement Program - Almost all new employees are automatically covered by the Federal Employees Retirement System (FERS). FERS is a three-tiered retirement plan. The three tiers are: Social Security Benefits, Basic Benefit Plan, Thrift Savings Plan. For additional information visit: <http://www.opm.gov/retire/index.asp>

OTHER INFORMATION:

1. **SELECTIVE SERVICE STATEMENT:** If you are a male applicant who was born after 12/31/59 and are required to register under the Military Selective Service Act, the Defense Authorization Act of 1986 requires that you be registered or you are not eligible for appointment in this agency.
2. **EQUAL OPPORTUNITY STATEMENT:** The Tennessee National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be assessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, age, gender, national origin, reprisal, or non-disqualifying handicap. Discrimination due to age or disability are prohibited where not a factor of employment due to the military nature of the position. 29 CFR PART 1614. Discrimination due to gender is prohibited except as the direct combat probability coding policy applies to women.

HOW TO APPLY:

To apply for this position, you **MUST** provide the following:

1. **Your responses to the Qualifications Questionnaire**
2. **Your resume**
3. **TRANSCRIPT**

Use the *Online Qualifications Questionnaire* for convenience and quickest processing.

(Here is a link for aiding you in building your Resume and some application tips): <http://www.usajobs.gov/EI/resumeandapplicationtips.asp#icc>

Option A: Online Qualifications Questionnaire.

Tips for using the Online Qualifications Questionnaire:

- You must click **both Finish and Submit** when you are done. Your Online Qualifications Questionnaire is not processed – and your résumé is not

attached – until you click the *Submit* button, even if USAJOBS says it sent your résumé.

- You can upload or fax supporting documents after you *Submit* the Online Qualifications Questionnaire.
- You must complete the entire process by the closing date -- Monday, February 11, 2013
- To make sure everything you submitted is successfully received, follow these steps:
 1. Go to <https://www.applicationmanager.gov> and log in using the box on the right hand side of the page.
 2. Click the radio button for this Vacancy Identification Number: 826143. Click *Select a Vacancy*.
 3. Verify that all of your documents appear on the table with a status of *Processed*.
- You can save your work and come back later. Just click both *Save* and *Logout*. (When you want to return, go to <https://www.applicationmanager.gov> and log in using the box on the right hand side of the page.)
- If you *Submit* more than one Qualifications Questionnaire for this position, the most recent one *Submitted* is the one that is used. Therefore, it is important for you to complete it in its entirety.

To begin your Online Qualifications Questionnaire, choose one of these options:

- If your résumé is going to come *from the USAJOBS Resume Builder*, you begin the process by clicking the **Apply Online** button near the bottom of this page. Your résumé will be attached *only* to the Online Qualifications Questionnaire you complete and *Submit* from this session, not to any Questionnaires you may already have Saved or Submitted.
- If your résumé is going to be one you prepared *outside of USAJOBS Résumé Builder*, click this link to begin the process [Online Questionnaire](#).

Option B: Paper Qualifications Questionnaire.

If it is not practical for you to use the Online Qualifications Questionnaire, you can write your answers on paper. Follow these steps:

1. You can print a copy of this job announcement so that you can read the questions offline.
2. Obtain and print a copy of the OPM Form 1203-FX, which you will use to provide your answers. You can obtain the form at this URL http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf or by calling USAJOBS by Phone at (703) 724-1850 – after the introduction, press 1, and listen for instructions.
3. You may submit the Form 1203-FX, resume, and any supporting documents by fax.
 - **By Fax:** If you are faxing a Form 1203-FX, you do not need a separate cover sheet. Simply make sure the Form 1203-FX is on top of any other documents you are faxing. If you are faxing any documents without the Form 1203-FX on top, always use the official cover sheet which is here -- <http://staffing.opm.gov/pdf/usascover.pdf> -- and be sure to fill it out completely and clearly. The fax number is 1-478-757-3144. Feed all documents into your fax machine top first so that we receive them right-side up.

REQUIRED DOCUMENTS:

To submit the documents requested follow the instructions below: Your resume, curriculum vitae, the Optional Application for Federal Employment (OF 612), or any other written format you choose to describe your job-related qualifications. Your document(s) can be submitted electronically using the document upload process or by fax. Please ensure that your resume contains your full name, address, phone and at least your last four digits of your social security number.

Note: Please ensure that your resume contains the basic information outlined under the Applying for a Federal Job link: http://www.opm.gov/forms/pdf_fill/of612.pdf

AGENCY CONTACT INFO:

Sherry Holman

Phone: (615)313-0648

Email: SHERRY.HOLMAN@US.ARMY.MIL

Agency Information:

Tennessee National Guard

3041 Sidco Drive

ATTN NGTN HRO RP

Nashville, TN

37204

USA

WHAT TO EXPECT NEXT:

Once the online questionnaire is received you will receive an acknowledgement email that your submission was successful. After a review of your complete application is made you will be notified of your rating and or referral to the hiring official. If further evaluation or interviews are required you will be contacted.

Instructions for completing the OPM 1203-FX:

If you are applying to this announcement by completing the OPM 1203-FX form instead of using the Online Application method, please use the following step-by-step instructions as a guide to filling out the required questionnaire. You will need to print the vacancy announcement and refer to it as you answer the questions. You may omit any optional information; however, you must provide responses to all required questions. Be sure to double check your application before submission.

Social Security Number

Vacancy Identification Number

826143

1. Title of Job

Industrial Hygiene Technician

2. Biographic Data

3. E-Mail Address

4. Work Information

5. Employment Availability

6. Citizenship

Are you a citizen of the United States?

7. Background Information

8. Other Information

9. Languages

10. Lowest Grade

11

11. Miscellaneous Information**12. Special Knowledge****13. Test Location**

If you are applying by the OPM Form 1203-FX, leave this section blank.

14. Veteran Preference Claim

If you are applying by the OPM Form 1203-FX, leave this section blank.

15. Dates of Active Duty - Military Service

If you are applying by the OPM Form 1203-FX, leave this section blank.

16. Availability Date**17. Service Computation Date**

If you are applying by the OPM Form 1203-FX, leave this section blank.

18. Other Date Information**19. Job Preference****20. Occupational Specialties**

001 Industrial Hygiene Technician

21. Geographic Availability

471760037 Nashville, TN

22. Transition Assistance Plan

If you are applying by the OPM Form 1203-FX, leave this section blank.

23. Job Related Experience**24. Personal Background Information**

If you are applying by the OPM Form 1203-FX, leave this section blank.

25. Occupational/Assessment Questions:

1. Are you currently an Area 1 or 2 consideration? Area 1 or 2 consideration is a permanent employed dual status technician working for the Tennessee Air National Guard.

A. Yes

B. No

2. This position is open to Permanently employed technicians who are enlisted (E7 and below) members of the Tennessee Air National Guard. Are you currently a full time Air National Guard technician in the rank of E7 or below?

A. Yes

B. No

3. Do you have a Degree - a full 4 year course of study at an accredited college or university leading to a bachelor's or higher degree in Industrial Hygiene or a branch of engineering, physical science, or life science that included 12 semester hours in chemistry, including organic chemistry, and 18 additional semester hours of courses in any combination of industrial hygiene, biochemistry, physics, engineering, health physics, environmental health, biostatistics, biology, physiology, toxicology, or epidemiology.

OR: a combination of college-level education and professional experience that furnished a thorough knowledge of the theory and application of principles of

industrial hygiene and closely related sciences such as physics and engineering controls. Education: At least 30 semester hours of education are required in addition to the relevant qualifying experience. Experience: For some positions covered by this standard, applicants may possess certain kinds of experience in lieu of education. In such cases, applicants may meet minimum qualification requirements through experience equivalent to a 4 year degree. This experience may have been obtained in field, laboratory, or engineering settings.

- A. Yes
- B. No

4. Do you have 36 months experience and education which has provided you with a broad knowledge of the theory and application of the principles of industrial hygiene and closely related sciences. Such work must have involved experience in all of the following areas: the acquisition of quantitative and qualitative data and the measurement of exposures for a variety of chemical, physical and biological stresses; the analysis of the data acquired and the prediction of probable effects of exposures on the health and well-being of workers; and the selection and recommendation of appropriate control, including management, medical, engineering, education or training, and personal protective equipment.

- A. Yes
- B. No

Respond to all the questions below. For each question, choose the response below that best describes your experience and/or training. Mark only one response for each question. Please note that your answers will be verified against the information you provide in your resume or application and information your references provide.

A- I have not had education, training or experience in performing this task.

B- I have had education or training in performing this task, but have not yet performed it on the job.

C- I have performed this task on the job. My work on this task was monitored closely by a supervisor or senior employee to ensure compliance with proper procedures.

D- I have performed this task as a regular part of a job. I have performed it independently and normally without review by a supervisor or senior employee.

E- I am considered an expert in performing this task. I have supervised performance of this task or am normally the person who is consulted by other workers to assist them in doing this task because of my expertise.

5. Knowledge of basic environmental health concepts, principles, methods, and techniques.

6. Knowledge of Survey and Inspection Techniques.

7. Knowledge of laws and regulations governing environmental health practices.

Control Number: 335747700

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