Job Title: **Chemical Incident Investigator**
Agency: Chemical Safety and Hazard Investigation Board
Job Announcement Number: CSB-11-DEU-003

Salary Range:	$87,815.00 - $134,882.00 /year
Series & Grade:	GS-1801-13/14
Promotion Potential:	14
Open Period:	Monday, June 13, 2011 to Monday, June 27, 2011
Position Information:	Full-Time Permanent
Duty Locations:	Many vacancies - Washington DC Metro Area, DC Many vacancies - Denver, CO Many vacancies - Site to be determined after selection is made
Who May Be Considered:	Applications will be accepted from United States citizens.

Job Summary:
The CSB has multiple openings for Chemical Incident Investigators in the following locations Washington, DC, Denver, CO, and anywhere in the US with the site to be determined after selection. If you are selected for one of these positions, you will serve as a Chemical Incident Investigator working in multiple functional areas (e.g., industrial chemical and oil refinery safety/operation, chemical process safety practices, training and performance, procedures, human factors, mechanical integrity, root cause determination, chemical process engineering, equipment design, process instrumentation and distributive control systems, and safe operating limits, etc) during the complete life cycle of an investigation under the direction of the Investigator-in-Charge.

If you applied for this position previously under announcement number CSB-11-DEU-002 and you wish to be considered for the position, you must re-apply under this announcement number. The resubmitting of your application is required as a result of change to one of the position qualification requirements.

Major Duties:
This position requires at least 33% travel to temporary duty location. Must be available up to 3 months a year to travel to incidents and travel may require multiple concurrent weeks away from home. The incumbent collects and records factual incident data. Interviews witnesses, collects physical evidence, and arranges for testing and/or examination of physical evidence, machinery and/or equipment. Analyzes evidence gathered. Reconstructs incident dynamics and sequence of events (e.g., the events before, during, and after the incident) by applying the principles of logic, root cause analysis, statistics, and other field related data to interactions of humans, materials and machines, and the environment. Writes outlines, factual and analytical reports and prepares exhibits, tables, charts, graphs, etc., ensuring applicable safety issues are identified and addressed. Conducts safety studies relating to investigation issues. Researches, reviews, analyzes and studies regulations issued by the Environmental Protection Agency (EPA), the Occupational Safety and health Administration (OSHA), and other federal and state agencies.

Conducts safety advocacy activities, representing the Board at meetings with public and private organizations. Performs other duties as assigned.

KEY REQUIREMENT

·U.S. Citizenship is required
· Must meet the selective factor and specialized exp. to meet min qualifications
·Must pass pre-employment examination
·Background investigation is required
·Selective Service registration required for male applicants, unless exempt
·All requirements must be met by the closing date of the announcement

Qualifications:
To be eligible for consideration for this position, your application must clearly demonstrate that you fully meet the minimum qualifications, which consist of two distinct, required elements. (1) a selective factor and (2) a specialized experience requirement, as described below.

Specialized Experience:

To qualify for this position at the GS-13 level your application must clearly and specifically demonstrate that you possess at least one year of creditable specialized experience equivalent to the GS-12 level.

Specialized experience equivalent to the GS-13 level is defined as demonstrating an advanced level of knowledge of, and significant skill in applying the technical concepts of chemical process safety management in the investigation of complex chemical and/or oil refinery process incidents. This includes a wide range of chemical investigative principles, practices, techniques, and methods sufficient to participate, with only general supervision, in the on-scene fact-finding phase of a chemical process investigation and all related activities in order to evaluate all pertinent facts, conditions, and circumstances surrounding the incident. Comprehensive experience is required in applying technical analysis in chemical process operations in chemical and/or oil refinery production facilities. Required experience also involves analyzing chemical process safety practices, training and performance, procedures, human factors, mechanical integrity, of equipment, root cause determination, chemical process engineering, equipment design, process instrumentation and distributive control systems, and safe operating limits. This work requires both extensive knowledge and experience in the application of Federal laws, regulations, chemical safety policies, codes and standards as they apply to the prevention of major chemical accidents.

There is no education substitution to qualify at the GS-13 level.

To qualify for this position at the **GS-14** level your application must clearly and specifically demonstrate that you possess at least one year of creditable specialized experience equivalent to the **GS-13** level.

Specialized experience equivalent to the GS-14 level is defined as demonstrating an advanced level of knowledge and mastery of, and significant skill in applying the technical concepts of chemical process safety management in the investigation of complex chemical and/or oil refinery process incidents. This includes a wide range of chemical investigative principles, practices, techniques, and methods sufficient to design, plan and direct/manage the on-scene fact-finding phase of a chemical process investigation and all related activities in order to develop all pertinent facts, conditions, and circumstances surrounding the incident. Substantial experience is required in applying technical analysis in chemical process

operations in chemical and/or oil refinery production facilities. Requires extensive experience in analyzing chemical process safety practices, training and performance, procedures, human factors, mechanical integrity, root cause determination, chemical process engineering, equipment design, process instrumentation and distributive control systems, and safe operating limits. This work requires both substantial knowledge of and significant skill in the application of Federal laws, regulations, codes and standards as they apply to chemical process safety and investigations.

There is no education substitution to qualify at the **GS-14** level.

These qualification requirements are based upon the Office of Personnel Management (OPM) Operating Manual Qualification Standards for General Schedule Positions with is available in Federal Human Resources offices for review. More information regarding OPM qualification requirements can be found at **http://www.opm.gov**

PHYSICAL REQUIREMENTS:
Individuals conditionally selected for this position must pass a pre-appointment physical examination. In addition, they must meet certain physical requirements for the position as required by CSB. Performance of the duties of this position requires the ability to wear and operate a range of personal protective equipment, including respirators. This position also requires the ability to engage in moderate to strenuous levels of physical exertion involving walking and standing, climbing ladders, working in and moving through confined spaces and working at high elevations for the purpose of documenting and gathering evidence. The ability to maintain these levels and types of physical exertion for extended periods of time in range of weather conditions and while wearing personal protective equipment is required. Manual dexterity with range of motion of finger, wrist, elbows, shoulder, hip and knee joints sufficient to allow successful performance of the essential functions of the position is also required. Arms, hands, legs and feet must be sufficiently functional to allow satisfactory performance of the essential functions of the position. Vision and hearing must be sufficiently acute to allow satisfactory performance of the essential functions of the position. Any physical condition that would cause the individual to pose a significant risk of substantial harm to himself/herself or others is disqualifying.

How You Will Be Evaluated:
The Category Rating System will be used to evaluate applicants on their total background including experience, education, awards and training and self-development as it relates to the position based upon the information provided in the resume/application and any other supporting documents.

The Category Rating System does not add Veterans' preference points or apply the rule of three but protects the rights of veterans by placing them ahead of non-preference eligible's within each category. Documented Preference eligible's who meet minimum qualification requirements and who have a compensable service-connected disability of at least 10% will be listed in the highest quality category.

The information contained in your application will first be reviewed to determine if you meet the basic eligibility requirements (e.g., U.S. citizenship) and minimum qualification (must meet the selective factor and specialized experience) for the position. Only the applications of those individuals who meet the basic eligibility requirements and minimum qualification will then be placed in one of three groups (Best Qualified, Well Qualified, and Qualified) based upon the degree to which their applications demonstrate that they possess the knowledge, skills, and abilities required for the position. The desirable factors will be validated against your resume to determine if you meet the qualification requirements for this position. Your resume must provide enough detail to fully support your qualifications. Applicants found to be among the top candidates will be referred to the hiring manager for further consideration and possible interview.

Best Qualified: Highly proficient with an overall comprehensive level of knowledge, skills, and abilities of the job based on a complete review of experience, education, and training as described in the qualification section of this vacancy announcement.

Well Qualified: Competent in the position with an overall accomplished level of knowledge, skills and abilities of the job based on a complete review of experience, education and training as described in the qualification section of this vacancy announcement.

Qualified: Ooverall basic level of knowledge, skills and abilities of the job based on a complete review of experience, education and training as described in the qualification section of this vacancy announcement.

You are not required to submit responses to the desirable factors, but it is encouraged that your application must show the depth of knowledge, level of skill, or degree of ability you possess and the best qualified applicant in cases where several applicants appear to be comparatively qualified based upon their application and responses to the mandatory position-related to the desired factors.

For the Selective Factor (optional) select Yes or No from the drop-down menu as your response. Ensure your affirmative responses are supported in the appropriate section of your application.

Selective Factor

To qualify for this position, at either the GS-13 or GS-14 level, your application must clearly and specifically demonstrate that you meet the following selective factor, which is essential to successful performance of the work of this position. Examples of this experience must be specified in the body of your resume.

All applicants must have extensive firsthand chemical and/or oil refinery accident investigation experience demonstrated by comprehensive, professional-level knowledge of Process Safety Management (PSM) technical/operational, regulatory, and safety principles and the ability to apply that knowledge to the critical analysis of related technical, engineering, or process safety issues.

Yes or No

Desirable Factors:

1. Demonstrate advanced knowledge and mastery of the principles, concepts, theories, and practices of industrial chemical process incident investigation and advanced ability to apply such knowledge to conduct complex investigations at chemical and/or oil refinery facilities.

2. Proven advanced knowledge and ability to apply technical analysis pertaining to: chemical process operations in the private sector; PSM; human and organizational factors; chemical safety technical articles and studies; and federal/state/local laws, regulations, and consensus codes and standards related to chemical process safety and major chemical accident prevention.

3. Demonstrate advance technical knowledge of requirements for preventing or minimizing the consequences of catastrophic releases of toxic, reactive, flammable, or explosive chemicals.

4. Demonstrate ability to collect, record, analyze, and evaluate chemical and/or oil refinery incident data to determine root and contributing causes of an incident.

5. Demonstrate ability to synthesize large volumes of information and research to write major reports, prepare and deliver formal oral presentations, and complete major projects on the findings of chemical incident investigations.

6. Demonstrate ability to operate effectively in teams by encouraging cooperation, trust, and consensus building; resolving conflicts; and collaborating with others using team problem solving methodologies and tools.

7. Demonstrate ability to lead and manage complex chemical process incident investigations, including negotiating with diverse parties to facilitate the investigation.

Screening Questions:

1. Do you have extensive firsthand chemical and/or oil refinery accident investigation experience demonstrated by comprehensive, professional-level knowledge of Process Safety Management (PSM)?
- Yes
- No

2. Do you have the technical/operational, regulatory, and safety principles and the ability to apply that knowledge to the critical analysis of related technical, engineering, or process safety issues?
- Yes
- No

3. Do you wish to be considered for the Washington, DC location?
- Yes
- No

4. Do you wish to be considered for the Denver, CO location?
- Yes
- No

5. Do you wish to be considered for the US location?
- Yes
- No

6. Which grade level would you like to be considered for? GS-13 or GS-14 or Both

Benefits:

CSB offers competitive salaries which include locality rates and annual pay adjustments, and excellent benefits including life insurance, a wide variety of health insurance plans, a retirement plan, a thrift savings plan (similar to a 401(k)) which includes employer-matched contributions, annual vacation and sick leave, and training opportunities. The CSB supports a family friendly workplace by offering flexible work schedules, employee assistance programs, child and elder care information, telecommuting, and other programs.

Other Information:

If selection is made at a level below the full performance level, promotion up to the full performance level may be made without further competition. However, promotion (s) will depend on the performance of the incumbent and are not guaranteed.

This vacancy announcement may be used to fill similar position within 90 days.

The Hatch Act Reform Amendments of 1993 (Public Law 103-94) prohibit individuals from requesting, making, transmitting, accepting, or considering political recommendations (as defined in 5 U.S.C.. 2202) in effecting personnel actions.

5 CFR 330, Career Transition Assistance for Surplus and Displaced Federal Employees requires the following order of selection for this position: a) At agency option, personnel actions listed in 5 CFR 330.606(d); b) The selection of an employee from within a agency and the same Local Commuting Area (ACL) after eligible Special Selection Priority (SSP) applicants from within that agency and LCA have been given selection priority; c) Any well-qualified SSP candidate who applies within the LCA (surplus and displaced employees will be given equal consideration); d) At agency option, personnel actions not subject to Reemployment priority List (RPL); e) Qualified RPL candidates in the LCA; f) At the agency discretion, any former displaced well-qualified RPL candidate who applies from outside the LCA; g) Well-qualified Interagency Career Transition Assistance Program (ICTAP) applicants in the LCA; h) Other outside applicants (other agencies, non-status, etc.)

CTAP or ICTP applicants must be determined to be well-qualified for this position in order to receive special selection priority. To be well-qualified, a CTAP or ICTAP applicant must meet the following: OPM qualification requirements for the position, all selective factors, where applicable; special OPM approved qualifying conditions for the position; is physically qualified with reasonable accommodations, where appropriate, to satisfactorily perform the duties of the position upon entry; and receives a rating of at least good (3) on all KSA's listed in this announcement.

SELECTIVE SERVICE:

If you are a male applicant born after December 31, 1959, you must certify that you have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law. See **www.sss.gov** for more information.

VETERANS PREFERENCE:

If you are entitled to veterans' preference, you should indicate the type of veterans' preference you are claiming on your resume or other submitted application. Your veterans' preference entitlement will be verified by the employing agency. See **www.opm.gov/veterans/html/vetguide.asp** and **www.usajobs.opm.gov/EI3.asp** for additional information. DD-214 and/or SF-15: Applicants claiming 5-point veterans' preference MUST submit the appropriate DD-214. Applicants claiming 10 point veterans' preference must submit an SF-15 (Application for 10-Point Veterans' Preference) along with the required proof. SF-15 is **www.opm.gov/form/html/sf.asp**

CONDITION OF EMPLOYMENT:

This position will require at least 33% travel to temporary duty location.

The individual appointed to this position will be subject to a one-year probationary period. Prior Federal civilian service may be creditable toward completion of the probationary period.

The individual selected for this position must submit to a background investigation and receive favorable adjudication of suitability as a condition of being appointed to the position. At the discretion of the CSB, appointment may occur prior to completion of a background investigation and a favorable adjudication of suitability. However, if the background investigation and a favorable adjudication of suitability are not completed prior to employment, continued employment at the CSB will be contingent upon the completion of the required investigation and a favorable adjudication of suitability.

If selected, you must arrange for direct deposit of your pay to a financial institution in accordance with the Debt Collection Improvement Act of 1996.

If selected you will be required to submit an OF-306, Declaration for Federal Employment, prior to entrance on duty.

Travel, transportation, and relocation expenses for this position may be paid by the Chemical Safety Board.

How To Apply:

Applications (resume and screening questions) for this vacancy must be received on-line via USAJOBS BEFORE midnight Eastern Time (Washington, DC time) on the closing date of this CSB-11-DEU-003 announcement. If you fail to submit a complete online resume, you will not be considered for this position. Requests for extension will not be granted. If applying online poses a hardship for you, you must speak to the Human Resources Specialist listed on this announcement **PRIOR TO THE CLOSING DATE** for assistance.

To apply online, read the announcement carefully and note any specialized experience that may need to be described. Please submit your resume for this job online by selecting the Apply Online button at the bottom of this announcement. Please note: your online resume may not be a complete application. Be sure to carefully read this announcement to see if additional information is required and how it should be submitted. If you cannot use the online feature, please contact Shield J. Kelly at 202-219-1644 or **Shielyn_J_Kelly@nbc.gov** you will need to log on to access your existing resumes or to create a new one and then submit it for consideration.

Instructions for Applying Online:

1. Log on to USAJOBS to access your existing resume or to create a new one.

2. Return to the Vacancy Announcement and click the Apply Online button at the bottom of the announcement.

3. Choose which resume you wish to submit, select it and click Apply for this Position Now!

4. Submit required supplemental application documents via USAJOBS portfolio.

USAJOBS allows you to attach to your resume five documents, such as DD-214, SF-15, SF-50, OF-306, cover letter, transcripts, or additional resume pages.

If you have any technical difficulty during the online application process, please contact the USAJOBS helped.

Applications mailed using government postage or through an internal federal government mail system will not be considered.

If you are a current or former federal employee with reinstatement eligibility, you must submit a copy of your last Notification of Personnel Action (SF-50) showing your position, title, series, grade and eligibility.

Contact Information:

Shielyn J. Kelly
Phone: 202-219-1644
Email: Shielyn_J_Kelly@nbc.gov

Agency Information:
FJ00
1849 C Street, NW Room 1442
Washington, DC 20240
US

What To Expect Next:
Once your completed application is received we will conduct an evaluation of your eligibility and minimum qualifications. The applications of qualified candidates will be further reviewed to determine your rating and ranking. The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. You will be notified of the outcome.

EEO Policy Statement: **http://www.usajobs.gov/eeo**

Reasonable Accommodation Policy Statement: **http://www.usajobs.gov/raps**

Veterans Information: **http://www.usajobs.gov/vi**

Legal and Regulatory Guidance: **http://www.usajobs.gov/lrg**

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Legal and Regulatory Guidance: http://www.usajobs.gov/lrg