

**NATIONWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4821; DSN 853-4821
WEBSITE:https://dema.az.gov/azng-human-resources
EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT**

ANNOUNCEMENT NUMBER: 15-346T OPENING DATE: 20-Jul-2015 CLOSING DATE: 10-AUG-2015

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

Occupational Health Nurse, GS-0610-12, TC70679000, 2LT - O5/LTC, MPCN:1258002

APPOINTMENT FACTORS: OFFICER WARRANT OFFICER ENLISTED

SALARY RANGE: \$71,791.00-\$93,333.00 PA **SUPERVISORY MANAGERIAL**
NON-SUPERVISORY/NON-MANAGERIAL

LOCATION OF POSITION:

Arizona Medical Command, Phoenix, AZ

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted. The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

INSTRUCTIONS FOR APPLYING: Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Whatever form of application that is chosen it must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include: High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary. In addition to the above described information, all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Army National Guard (All Units) and must possess the following MOS/Branch: 66H

KNOWN PROMOTION POTENTIAL: NONE

Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

AREA OF CONSIDERATION: This position is the Federal/Excepted Civil Service and is **open to current members and those eligible for membership of the (All Units), Arizona Army National Guard.** Individual

selected will receive a Indefinite Appointment and may be converted to permanent based on availability of funds or position no longer being encumbered. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results. **PCS funds are not authorized.**

NOTE: Applications must contain a completed Optional Form 306 (Declaration for Federal Employment).

NOTE: Applications must contain a completed Optional Form 612 (Application for Federal Employment) or must include a Resume.

NOTE: Applications must contain a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).

NOTE: Must possess a register nurse license.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Ability to supervise the work of lower level support personnel.
2. Skill to participate in multidisciplinary investigations to evaluate biological and toxicological effects of widely used chemicals/toxicants and other potentially hazardous materials.
3. Knowledge of professional nursing principles, theories, concepts and standards of clinical and public health.
4. Knowledge of occupational health and preventive medicine concepts.
5. Ability to administer an occupational health program with extremely diverse elements peculiar to military settings, achieving compliance with regulatory provisions and effectively communicating multiple occupational procedures and practices to both preventive medicine staff and line personnel.
6. Knowledge of the Federal Employees Compensation Act (FECA) to discuss employees' medical condition with physicians and medical personnel to establish validity of claim and the ability to return to work.
7. Ability to make nursing assessments and refer clients for mental health evaluations when indicated.
8. Ability to assess and interpret physical symptoms, laboratory and x-ray results, formulates nursing diagnosis, establish priorities for intervention and refer to a physician.

SPECIALIZED EXPERIENCE: Must possess 36 months nursing experience preferably in the Occupational Health or Industrial health area.

BRIEF JOB DESCRIPTION: The primary purpose of this position is to manage a comprehensive Occupational Health Program for the state. Serves as the Joint Force Headquarters – State (JFHQ-ST) Occupational Health Nurse (OHN) consultant and principle advisor to the Adjutant General (TAG) on occupational health initiatives. Plans, develops, and analyzes the occupational health nursing services provided to National Guard personnel throughout the state. Establishes, manages and maintains a comprehensive Occupational Health Program: Plans, develops, analyses, and reviews occupational health nursing services and program requirements and determines impact on National Guard military and civilian personnel and public health. Evaluates and administers comprehensive occupational health programs, services and capabilities for military and civilian personnel in the work environment to include field operations, garrison, industrial and administrative sites. Utilizes information management resources such as the DoD Defense Occupational Environmental Health Readiness System (DOEHRS); Medical Operational Data System (MODS); also, utilizes the DoD Occupational Health Program Resource Models; Occupational Health Information System (OHMIS). Provides occupational health services and medical treatment for non-occupational and occupational health illnesses and injuries IAW incumbents scope of employment, professional State Nursing License “scope of practice”, and medical directives approved by a qualified, licensed physician. Reviews and evaluates data to determine the need for expanded occupational health services by participating on interdisciplinary teams involving safety, environmental and industrial hygiene related consultation visits, risk assessment surveys of organizations, facilities and work areas. Coordinates with other DoD agencies, other federal agencies (e.g., OSHA, Center for Disease Control, etc.), and State agencies (e.g., State Departments of Health, State Environmental Quality, State Natural Resources, State Laboratories, etc.) regarding evaluation of toxicological data that is used in determining actual and/or potential hazards to National Guard personnel in accordance with regulatory standards. Manages the Case Management Program. In coordination with the US Department of Labor (DOL) Regional OHN Consultant, NGB Regional Office of Workers Compensation Program (OWCP) Liaison, and the Director, Human Resources, serves as the local OHN Case Manager Consultant for ensuring development, evaluation, implementation and monitoring a comprehensive medical case management program for civilian employees who have an occupational health related injury or illness. Develops and maintains a Health Education/Counseling program. Outlines and develops overall requirements and goals to assure comprehensive health education, training, and counseling services. Formulates policy and establishes procedures governing a variety of health

maintenance programs. Establishes quality improvement monitoring systems and evaluating criteria. Participates in epidemiological investigations of hazard exposures. Conducts and oversees worksite visits with members of the safety, occupational health and industrial hygiene team. Supervises Preventive Medicine Section personnel. The majority of the subordinate positions are support positions in one-grade interval occupational series. The supervisory responsibilities comprise less than 25% of the incumbent's time. Plans work to be accomplished by subordinates. Performs other duties as assigned.

SELECTING OFFICIAL: 1LT Amanda Douglas COMM: 602-629-4182
