

Overview

- Agency: Defense POW/MIA Accounting Agency
- Pay scale & grade: GS-13
- Salary: \$95,012 to 138,868 per Year (depending upon location)
- Appointment type: Direct Hire
- Work schedule: Multiple Schedules
- Location: Pentagon or nearby office spaces in Alexandria, Virginia or DPAA labs in Offutt AFB, NE or Honolulu, HI
- Telework eligible: No
- Relocation expenses reimbursed: No
- Open to: U.S. citizens, nationals or those who owe allegiance to the U.S.

Summary

The mission of the Defense POW/MIA Accounting Agency (DPAA) is to provide the fullest possible accounting for our missing personnel from our Nation's past conflicts to their families and our Nation. DPAA personnel research, investigate, recover and identify remains of DoD personnel unaccounted for from World War II, the Korean War, the Vietnam War, the Cold War, and the Iraq conflicts and Persian Gulf War. The Director, DPAA (SES-III), reports to the Under Secretary of Defense for Policy.

Selectees will serve as an ARCHAEOLOGIST.

THIS IS A DIRECT HIRING AUTHORITY (DHA) ANNOUNCEMENT. Section 1109 of the National Defense Authorization Act for Fiscal Year 2020 amended section 9905 of title 5, United States Code (U.S.C.), to permit the Secretary of Defense to noncompetitively appoint qualified candidates to certain positions in the competitive service in the DoD without regard to chapter 33, subchapter I of title 5, U.S.C., other than sections 3303 and 3328. For purposes of this policy, sections 3321, 3323, and 3326 of chapter 33, subchapter I of title 5, U.S.C., and corresponding Code of Federal Regulations provisions will continue to apply.

Duties

Incumbent typical work assignments vary according to the grade level and may include duties such as the following, depending upon the sub-organization:

- Serves as a professional archaeologist providing professional and scientific leadership to DPAA and OSD organizations.
- Conducts historical background research, witness interviews, and overhead imagery analysis.
- Performs all scientific decision-making and scientific data collection in the field using differential and/or non-differential global positioning systems, side-scan sonar, magnetometry, multi-beam echo-sounders, ROV, underwater metal detectors, and other underwater remote-sensing technologies.

- Assists in the planning and facilitation of DPAA scientific underwater operations conducted by external scientific providers to include training on Laboratory standard operational procedures, expected deliverables, and expected levels of scientific rigor.
- Provides expert advice to laboratory management and throughout the Agency regarding the fundamental scientific concepts used to collect, assess, visualize, and manage underwater remote-sensing survey data, using such software as ArcGIS, AutoCAD, Surfer, and GoogleEarth Pro.
- Represents DPAA laboratory leadership in meetings with other government officials, to include foreign governments for purposes of planning recovery and investigative operations.
- Performs the design, update, and maintenance of a Central Identification Laboratory (CIL) Underwater Geographic Information System.
- Mentors junior archaeologists and provides training to all laboratory staff in the area of forensic archaeology and other areas of expertise.
- Maintains a continuous liaison with other OSD agencies, other service headquarters counterparts, and DOD offices to integrate Defense POW/MIA Accounting Agency plans with other defense agencies.

Conditions of Employment

- U.S. Citizenship is required
- Males born after 12-31-59 must be registered or exempt from Selective Service (see <https://www.sss.gov/Home/Registration>)
- Total salary varies depending on location of position
- May be required to successfully complete a probationary/trial period
- Must be determined suitable for federal employment
- Required to participate in the direct deposit program
- This position is subject to pre-employment and random drug testing
- The employee must be able to obtain and maintain a Financial Management certification within two years of entrance of this position IAW Public Law 112-81 and DoD Policy.
- The employee must be able to obtain and maintain a Secret security clearance
- This position may be eligible for 100% Remote Work. Salary will be adjusted after selection is made and will be based on the employee's residence and work location

Qualifications

For qualifications determinations, your resume must contain hours worked per week and the month and year of employment for each position listed on your resume (i.e., hours per week and month/year to month/year or month/year to present).

The Archaeology Series has individual occupational requirements which apply to all positions. To qualify, applicants must meet the following Basic Requirements:

A. Education

1. Ph.D. degree; the totality of post-secondary education of which included 3 semester hours each in the following course areas:

- History of archeology.
 - Archeology of a major geographical area such as North America or Africa.
 - Regional archeology, archeological cultures, or sites in a specific part or portion of a major geographical area to acquire or develop a foundation for regional specialization for professional development.
 - Theory and methods of archeology. Methods include, but are not limited to, typology, classification, sampling, cultural evolution, diffusion, dating, and analytical techniques.
 - Archeological field school, to provide a basic understanding of theoretical and practical approaches to research design implementation, field preservation techniques, and report preparation by participation in actual field work.
- Six semester hours of related course work in:
 - geography, geology, or cultural geography;
 - history, historiography, or historical archeology;
 - environmental studies;
 - scientific writing (nonfiction English composition); and/or
 - surveying;
- Archeological field school.

2. Related Curriculum: degree in anthropology (with emphasis on ethnology, physical anthropology, or scientific linguistics), history, American studies, or a related discipline may be accepted as satisfying in full the educational requirements, provided the curriculum supplied academic course work sufficiently similar to the requirements in A.1 (including archeological field school).

OR

B. Experience

Four years of archeological work experience that demonstrated a thorough knowledge of the fundamental principles and theories of professional archeology; one year of which includes specialized experience equivalent to the GS-12 grade level in the Federal service (experience may have been gained in the private sector) that demonstrates your ability in: 1) Using knowledge of analytical procedures and techniques to develop both preliminary (using raw survey data) and final (using post-processed data) underwater archaeological field reports and site maps, and integrating these reports and maps into a geographic information system framework; 2) Applying knowledge of underwater environments to conduct archaeological remote-sensing surveys, investigations, testing, evaluations, and excavation operations.

The work experience must have included archeology field experience, which may include that gained in an archeological field school. Field experience should have included a combination of professional experience in archeological survey, excavation, laboratory analysis, and preparation of written materials. Applicants with such field experience should, after additional experience

under the direction of a higher grade archeologist, be able to demonstrate the ability to be a crew chief, directing the work of others at a single location as a part of a larger archeological project.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

HOW TO DETERMINE CURRENT AND PAST “GRADE LEVEL”: Current Federal employees have a current grade level that is easily determined. For private sector experiences, salary levels may provide an initial indication. You can find pay – by grade – for DC-area employees at: <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2022/DCB.pdf> .

Factor descriptions at <https://www.opm.gov/policy-data-oversight/classification-qualifications/classifying-general-schedule-positions/standards/0100/gso193.pdf> can provide general descriptions of duties associated with various grade levels.

Overall, it makes understanding your resume easier if you include past/current salary information for each experience and/or an indication of your estimate of GS level given duties alongside the hours and month/year information required for each experience in your resume. Further, while not required or a guarantee of success, including language from requisite Factor sections can help certification of your resume.

Education

You must provide transcripts to support your educational claims. Education must be accredited by an accrediting institution recognized by the U.S. Department of Education. Unless otherwise stated: (1) official or unofficial transcripts are acceptable, or (2) you may submit a list with all of your courses, grades, semester, year, and credit for the course. All materials must be submitted by the closing date of the announcement.

How You Will Be Evaluated

Ongoing reviews of submitted résumés and supporting documentation will be used to determine whether applicants meet the qualification requirements listed on this announcement. If, after reviewing your résumé and/or supporting documentation, a determination is made that you have inflated your qualifications and/or experience, you may lose consideration for this position. Please follow all instructions carefully when applying, errors or omissions may affect your eligibility.

All qualified candidates will be documented and categorized for review by hiring managers. The category assignment is a measure of the degree in which your background matches the competencies required for this position.

REQUIRED DOCUMENTS

YOU ARE REQUIRED TO DOCUMENT IN YOUR APPLICATION PACKAGE EVIDENCE THAT SUPPORTS YOUR ELIGIBILITY AND QUALIFICATION CLAIMS. You MUST upload the applicable documents with your application package. If you fail to provide these documents, you will be marked as having an incomplete application package and you will not be considered any further.

1. Your resume may be submitted in any format that includes your name and contact information (telephone number and/or email).

If you submit more than one copy of your resume, only the most recent version will be reviewed. The latest timestamp will be used to determine which version of your resume is "most recent."

If your resume includes a photograph or other inappropriate material or content, it will not be used to make eligibility and qualification determinations and you will not be considered for this vacancy.

2. Other supporting documents:

- Cover Letter: Indicate 1) the grade level (e.g. GS-13) for which you believe you are qualified; 2) the minimum grade level you are willing to accept; and 3) limit further content in the required "cover letter" to a one-sentence description of why you are a good fit for this occupation.
- Most recent SF-50, "Notification of Personnel Action" showing you are/were in the Federal government competitive service and the highest grade held, if applicable.
- College Transcript(s), if qualifying based on education.
- DD-214, SF-15 Form and VA letter, or certification of expected discharge or release from active duty from Veterans for consideration under Veteran hiring authorities, if applicable.
- Noncompetitive appointment authority documentation, if applicable (e.g. military spouse, veteran of Peace Corps, have a disability qualifying for "Schedule A," etc.)

How To Apply

To apply for this position, you must complete and submit the documentation specified in the Required Documents section, above, **ALL COMBINED INTO A SINGLE PDF DOCUMENT** (single PDF document is necessary to facilitate sharing of application with more hiring managers).

A complete application package must be submitted by 11:59 PM (EST) on the closing date of the announcement (October 4, 2022) to receive consideration.

It is your responsibility to verify that all information in your resume and documents are legible and accurate.

Next Steps

Once your online application is submitted you will receive a confirmation notification by email. If, and only if, you have not received an email confirming receipt of your application after one week of submission, contact james.w.dillon6.civ@mail.mil. Your application will be evaluated by the Human Resources Office to determine your eligibility for the position. After the evaluation is complete, you will receive general or targeted notifications regarding the status of your application. Multiple position openings will be filled by this announcement, so you may receive many status updates as the process progresses.