



Biological Science Laboratory Technician (Microbiology) (Highly Pathogenic Avian Influenza)

DEPARTMENT OF AGRICULTURE
Animal and Plant Health Inspection Service
Marketing and Regulatory Programs


Summary

You will serve as a Courier in this Biological Science Laboratory Technician position that is responsible for the shipment of laboratory samples and exotic disease agents, handling, controlling, and shipping or receiving of biological material at the National Bio and Agro-Defense Facility (NBAF)

Overview

Accepting applications

Open & closing dates

 07/28/2025 to 08/04/2025

Salary

\$61,111 to - \$79,443 per year

Pay scale & grade

GS 9

Location

1 vacancy in the following location:

 **Manhattan, KS**

Remote job

No

Telework eligible

No

Travel Required

Occasional travel - You may be expected to travel for this position.

Relocation expenses reimbursed

No

Appointment type

Permanent

Work schedule

Full-time

Service

Competitive

Promotion potential

9

Job family (Series)

- [0404 Biological Science Technician](#)

Supervisory status

No

Security clearance

[Secret](#)

Drug test

Yes

Position sensitivity and risk

[High Risk \(HR\)](#)

Trust determination process

- [Credentialing](#)
- [Suitability/Fitness](#)

Announcement number

DE-12769147-25-VSNB

Control number

841766800

This job is open to



The public

U.S. Citizens, Nationals or those who owe allegiance to the U.S.



Career transition (CTAP, ICTAP, RPL)

Federal employees whose job, agency or department was eliminated and are eligible for priority over other applicants.

Duties

- The duties may include, but are not limited to:
- Serves as expert in International Air Transportation Act (IATA) shipping regulations, and performs training in air shipment regulations to staff and State Veterinary Diagnostic Laboratories.
- Serves as the expert in the transport and shipment of diagnostic materials, etiological agents and hazardous materials to and from national and international destinations.
- Coordinates the gamma irradiation of all animal products entering the United States whose permits require irradiation with the appropriate unit.
- Handles all biological materials during transfer, transport, and during manipulation in biological safety cabinet according to established USDA biosafety guidelines.
- Maintains necessary permits and licenses allowing movement through airport cargo and terminals to expedite retrieval of government personnel or clearance of packages.
- Assists with the unpacking and setup of instruments for preliminary checks before entering containment.
- Conforms with the requirements of approved SOPs, policies, or standards such as ISO 9001 or 17025.

Requirements

Conditions of employment

- You must be a US Citizen or US National.
- Individuals who were born male after 12/31/1959 must be Selective Service registered or exempt.
- Subject to satisfactory adjudication of background investigation and/or fingerprint check.
- Successful completion of one-year probationary period, unless previously served.
- Subject to one-year supervisory/managerial probationary period unless prior service is creditable. New USDA supervisors must successfully complete all components of the required training program before the end of their probationary period.
- Direct Deposit: Per Public Law 104-134 all Federal employees are required to have federal payments made by direct deposit to their financial institution.
- Successfully pass the E-Verify employment verification check. To learn more about E-Verify, including your rights and responsibilities, visit E-Verify at <https://www.e-verify.gov/>
- Testing Designated Position: Selectee must submit to a urinalysis to screen for illegal drug use prior to appointment and random testing thereafter. Final appointment and continued employment is conditional on negative results for illegal drug use.
- Valid state driver's license is required at the time of application.
- All USDA employees are required to be enrolled in Continuous Vetting, which authorizes government agencies to receive notifications of criminal activity on individuals who hold low risk, public trust, or national security positions.

Qualifications

Applicants must meet all qualifications and eligibility requirements by the closing date of the announcement, including specialized experience and/or education, as defined below.

FOR THE GS-9 LEVEL: Applicants must have one year of specialized experience (equivalent to the GS-8 level) that may have been obtained in the private or public (local, county, state, Federal) sectors which demonstrates:

- Processing, analyzing, storing, and inventorying controlled and/or hazardous waste items to ensure compliance with written processes and procedures.
- Transporting hazardous waste, controlled materials, or other items with restrictions on shipping and transportation.
- Keeping records in accordance with quality assurance requirements and preparing written summary reports of work and presenting this information in a small group setting.

- Interpreting and applying federal laws, regulations, and other written guidance when collecting, packaging, transporting, collecting, or shipping hazardous materials.
- Preparing, collecting, and safeguarding biological samples;

OR

Successful completion of Two full years of graduate education (36 semester hours, 54 quarter hours or equivalent) or a master's degree in biology, chemistry, entomology, animal husbandry, botany, physics, agriculture, or mathematics, or in a field directly related to the position.

Equivalent combinations of education and experience are qualifying for this grade level.

TRANSCRIPTS are required if:

- You are qualifying for the position based on education.
- You are qualifying for this position based on a combination of experience and education.
- This education must have been successfully completed and obtained from an accredited school, college, or university

COMBINATION OF EDUCATION & EXPERIENCE AT THE GS-9 GRADE LEVEL: Applicants may have combinations of successfully completed education and specialized experience to meet total qualification requirements. The total percentages must equal at least 100 percent to qualify for that grade level.

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 and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

Education

Please see above for education qualification requirement information.

Additional information

- Career Transition Assistance Plan (CTAP), Reemployment Priority List (RPL), or Interagency Career Transition Assistance Plan (ICTAP): Visit the [OPM](#) website for information on how to apply as a CTAP, RPL, or ICTAP eligible. To exercise selection priority for this vacancy, CTAP/RPL/ICTAP candidates must meet the basic eligibility requirements and all selective factors. CTAP/ICTAP candidates must be rated and determined to be well qualified (or above) based on an evaluation of the competencies listed in the How You Will Be Evaluated section. When assessed through a score-based category rating method, CTAP/ICTAP applicants must receive a rating of at least 85 out of a possible 100.
- First time hires to the federal government normally start at the lowest rate of the salary range for the grade selected.
- Travel, transportation, and relocation expenses will not be paid. Any travel, transportation, and relocation expense associated with reporting for duty will be the responsibility of the selected employee.
- Reasonable Accommodation (RA) Requests: If you believe you have a disability (i.e., physical or mental), covered by the Rehabilitation Act of 1973 as amended, that would interfere with completing the USA Hire Competency Based Assessments, you will be granted the opportunity to request a RA in your online application. Requests for RA for the USA Hire Competency Based Assessments and appropriate supporting documentation for RA must be received prior to starting the USA Hire Competency Based Assessments. Decisions on requests for RA are made on a case-by-case basis. If you meet the minimum qualifications of the position, after notification of the adjudication of your request, you will receive an email invitation to complete the USA Hire Competency Based Assessments, based on your adjudication decision. You must complete all assessments within 48 hours of receiving the URL to access the USA Hire Competency Based Assessments, if you received the link after the close of the announcement. To determine if you need a RA, please review the Procedures for Requesting a Reasonable Accommodation for Online Assessments [here](#).

Candidates should be committed to improving the efficiency of the Federal government, passionate about the ideals of our American republic, and committed to upholding the rule of law and the United States Constitution.

Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. [Learn more about federal benefits.](#)

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How you will be evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

Applications will be evaluated in accordance with Office of Personnel Management's (OPM) Delegated Examining Procedures and USDA policy using category rating. This means you will be evaluated based on how well you meet the qualifications listed in this vacancy announcement. Your qualifications will be evaluated based on your application materials (e.g., resume, supporting documents), your responses to the application questionnaire, and your responses to all assessments required for this position.

Applicants who meet basic minimum qualifications will be placed in one of three categories: Best Qualified, Well Qualified, or Qualified. Within these categories, applicants eligible for veteran's preference will receive selection priority over non-veterans. Category placement will be determined based on applicants' quality of experience and the extent they possess the following competencies (knowledge, skills, abilities (KSAs), and other characteristics):

- Attention to Detail
- Flexibility
- Integrity/Honesty
- Interpersonal Skills
- Learning
- Reading Comprehension
- Self-Management
- Teamwork

Overstating your qualifications and/or experience in your application materials or application questionnaire may result in your removal from consideration. Cheating on an assessment may also result in your removal from consideration.

Your application, including the online Assessment Questionnaire, will be reviewed to determine if you meet (a) minimum qualification requirements and (b) the resume supports the answers provided to the job-specific questions. Your resume must clearly support your responses to all the questions addressing experience and education relevant to this position. Those determined to be in the best qualified category will be referred to the selecting official for consideration.

Note: If, after reviewing your resume and/or supporting documentation, a determination is made that you have inflated your qualifications and or experience, your score may be adjusted to more accurately reflect your abilities, or you may be found ineligible. Please follow all instructions carefully. Errors or omissions may affect your rating. Providing inaccurate information on Federal documents could be grounds for non-selection or disciplinary action up to including removal from the Federal service. Cheating on the online assessment may also result in your removal from consideration.

To preview the application questionnaire, please visit: <https://apply.usastaffing.gov/ViewQuestionnaire/12769147>

Required Documents

The following documents are required for your applicant package to be complete. Our office cannot be responsible for incompatible software, your system failure or downtime, etc. Encrypted documents will not be accepted. Failure to submit required, legible documents may result in loss of consideration.

- **Resume that includes:** 1) personal information such as name, address, contact information; 2) education; 3) detailed work experience related to this position as described in the major duties including work schedule, hours worked per week, dates of employment; title, series, grade (if applicable); 4) other qualifications; and 5) supervisors name and phone number for each work period listed and whether or not they may be contacted for reference checks.
- If education is required or you are using education to qualify, you must submit a copy of your college transcripts. An unofficial copy is sufficient with the application if it includes your name and the necessary course information; however, if you are selected, you will be required to submit official transcripts prior to entering on duty. Education must have been successfully obtained from an accredited school, college or university. If you are using education completed in foreign colleges or universities to meet the qualification requirements, you must show that the education credentials have been evaluated by a private organization that specializes in interpretation of foreign education programs and such education has been deemed equivalent to that gained in an accredited U.S. education program. For further information, visit the following: [Foreign Education Evaluation](#). All transcripts must be in English or include an English translation.
- If claiming veterans' preference, you must submit a DD214, Certificate of Release from Active Duty, which shows dates of service and discharge under honorable conditions. If currently on active duty you must submit a certification of expected discharge or release from active duty service under honorable conditions within 120 days after the date the certification is submitted. The certification must be on the letterhead of the appropriate military branch and include the dates of military service. Veterans' preference must be verified prior to appointment. Without this documentation, you will not receive veteran's preference and your application will be evaluated based on the material(s) submitted.
- If claiming 10-point veterans' preference you must provide the DD214 or certification requirements (see above bullet), plus the proof of entitlement of this preference as listed on the SF-15 Application for 10-point Veterans' Preference. The SF-15 should be included but is not required. Failure to submit these documents could result in the determination that there is insufficient documentation to support your claim for 10-point preference. For more information on veterans' preference visit [FEDSHIREVETS](#)
- Surplus or displaced employees eligible for CTAP, RPL, or ICTAP priority must provide: proof of eligibility (RIF separation notice, notice of proposed removal for declining a transfer of function or directed reassignment to another commuting area, notice of disability annuity termination), SF-50 documenting separation (as applicable), last performance appraisal that is at least fully successful or its equivalent, and your most recent SF-50 noting position, grade level, and duty location with your application per 5 CFR 330.
- Worker's Compensation Separation: Agency certification of inability to place employee AND Notification of Separation OR Separation SF-50.
- Disability Annuity Termination: Notification from OPM of disability annuity termination AND Separation SF-50 of the last position held. Military Reserve or National Guard Technician Special Disability Retirement Annuity under 5 U.S.C. 8337(h) or 8456: Certification of special disability retirement annuity from a military department or National Guard Bureau AND Separation SF-50 of the last position held.

How to Apply

Please read the entire announcement and all the instructions before you begin an application. To apply and be considered for this position, you must complete all required questionnaires, assessments, and required documentation as specified in the How to Apply and Required Documents section. The complete application package must be submitted by 11:59 PM (ET) on the closing date of the announcement to receive consideration.

The application process is as follows:

1: Create a USAJOBS account (if you do not already have one) at www.usajobs.gov. It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, then you will have to log into your USAJOBS account to check on the status of your application.

2: Create a Resume with USAJOBS or upload a Resume into your USAJOBS account. You may want to customize your resume to ensure it documents duties and accomplishments you have gained that are directly related to this position in order to verify that

qualifications are met. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the How You Will Be Evaluated section of the job announcement).

3: Click "Apply Online" and follow the prompts to complete the Occupational Questionnaire and attach any additional documents that may be required. You can update your application or documents anytime while the announcement is open. Simply log into your USAJOBS account and click on "Application Status." Click on the position title, and then select "Update Application" to continue.

4: If you are required to take the USA Hire Competency Based Assessments, you will be notified after submitting your application. The notification will be provided in your application submission screen and via email. The notification will include your unique assessment access link to the USA Hire system and the completion deadline. Additionally, in USAJOBS you can click "Track this application" to return to your assessment completion notice.

5: Access USA Hire using your unique assessment link. Access is granted through your USAJOBS login credentials. Review all instructions prior to beginning your assessments. You will have the opportunity to request a testing accommodation before beginning the assessments should you have a disability covered under the Rehabilitation Act of 1973 as amended.

6: Set aside at least 3 hours to take the USA Hire assessments; however, most applicants complete the assessments in less time. If you need to stop the assessments and continue later, you can re-use your unique assessment link.

7: Your responses to the USA Hire Assessments will be reused for one year (in most cases) from the date you complete an assessment. If future applications you submit require completion of the same assessments, your responses will be automatically reused.

Visit the USA Hire Applicant Resource Center for practice assessments and assessment preparation resources at <https://support-usahire.opm.gov/hc/en-us>.

To update your application, including supporting documentation: During the announcement open period, return to your USAJOBS account, find your application record, and click **Edit my application**. This option will no longer be available once the announcement has closed.

To view the announcement status or your application status: Click on this: <https://www.usajobs.gov/Help/how-to/application/status/>. Your application status page is where you can view your application status, USA Hire assessment completion status, and review your notifications sent by the hiring agency regarding your application.

NOTE: Please verify that documents you are uploading from USAJOBS transfer into the Agency's staffing system as there is a limitation to the number of documents that can be transferred. However, once in the Agency's staffing system, you will have the opportunity to upload additional documents. Uploaded documents must be less than 5MB and in one of the following document formats: GIF, JPG, JPEG, PNG, RTF, PDF, TXT or Word (DOC or DOCX). Do not upload Adobe Portfolio documents because they are not viewable.

Agency contact information

MRP Human Resources

Phone

[612-336-3227](tel:612-336-3227)

Email

MRP.Application.Help@usda.gov

Address

Animal and Plant Health Inspection Service
USDA APHIS MRPBS
250 Marquette Avenue, Suite 410
Minneapolis, MN 55401
US

Next steps

If you set up your USAJOBS account to send automatic email notifications, you will receive an email acknowledging: 1) the submission of your online Occupational Questionnaire and resume was successful, 2) if you were referred to the selecting official for consideration, and 3) if you were selected or not selected. Your application will be reviewed to verify that you meet the eligibility and qualification requirements for the position prior to issuing referral lists to the selecting official. If further evaluation or interviews are required, you will be contacted. Log in to your [USAJOBS](#) account to check your application status. We expect to make a final job offer approximately 40 days after the deadline for applications.

Multiple positions may be filled from this announcement. This announcement may also be used to fill additional like vacancies, including vacancies elsewhere within the agency or other USDA organizations.

Under the [Fair Chance Act](#), agencies are not allowed to request information about an applicant's criminal history until a conditional offer of employment has been made, except as allowed for access to classified information; assignment to national security duties or positions; acceptance or retention in the armed forces; or recruitment of a Federal law enforcement officer. An applicant may submit a complaint or any other information related to an organization's alleged noncompliance with the Fair Chance Act. The complaint must be submitted within 30 calendar days of the date of the alleged noncompliance. To make a Fair Chance Act inquiry or complaint, send an email with the appropriate information to MRP.Fairchance@usda.gov, subject line: Fair Chance Act.

Fair and transparent

The Federal hiring process is set up to be fair and transparent. Please read the following guidance.

[Criminal history inquiries](#)

[Equal Employment Opportunity \(EEO\) Policy](#)

[Financial suitability](#)

[New employee probationary period](#)

[Privacy Act](#)

[Reasonable accommodation policy](#)

[Selective Service](#)

[Signature and false statements](#)

[Social security number request](#)

[◀ Previous result](#)



USAJOBS is a [United States Office of Personnel Management](#) website.