



PUBLIC ADVERTISEMENT
DIRECT HIRE AUTHORITY (DHA)
-Emergency Management Specialist-

**US Army Corps
of Engineers®**

Opening and Closing Dates: 30 JAN 25 – 1 FEB 25 (11:59pm PDT)

Position Title: Emergency Management Specialist

Series/Grade: GS-0089-11/12

Full Performance Level: GS-12

Duty Location: Sausalito, CA

Salary Range: GS-11: \$92,433 to \$120,157 per annum
GS-12: \$110,788 to \$144,031 per annum

Work Schedule: Full-time

Appointment Type: Permanent

Travel Requirement: Occasional travel - You may be expected to travel 25% for this position.

Who May Apply: The public - U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Responsibilities/Duties: At the GS-11 grade level, the duties are developmental in nature leading to the full performance level of GS-0089-12. The duties are described at the GS-12 level.

Serves as Emergency Management (EM) Specialist for the National Emergency Preparedness Program (NEPP) for the District. Coordinates in the development of District preparedness/operational programs designed to provide guidance/instruction during event of mobilization during regional and national emergency events to include natural disasters, technological emergencies, and emergency employment of Army resources. Develops and maintains the District's emergency response plans. Monitors day-to-day operation of District Emergency Operations Center (EOC) and maintains emergency supply of technological and personal protective equipment. Assists EM Chief in managing mission assignments relating to Recovery and Emergency Field Office activities with the Federal Emergency Management Agency under Emergency Support Function (ESF) 3 of the National Response Framework. Recruits and manages members of District ESF 3 Planning and Response Team, tracks training and readiness status of individual team members as well as overall team status. Develops and maintains a District readiness contingency operations training and exercise plan.

Serves in the absence of the Emergency Manager during Duty and Non-Duty hours for all aspects of emergency operations and is responsible for keeping the District Commander advised regarding important developments in District emergency programs.

Qualification Requirements:

Specialized Experience:

GS-11: Specialized Experience: One year of specialized experience which includes at least two of the following statements: (1) assist in planning and conducting emergency exercises; (2) assist in managing deployment of emergency responders; (3) assist in writing plans to address hazard/emergency preparedness and responsiveness to natural and man-made catastrophes. This definition of specialized experience is typical of work performed at the second lower grade/level position in the federal service (GS-09).

GS-12: Specialized Experience: One year of specialized experience which includes all three of the following statements: (1) planning and conducting emergency exercises; (2) managing deployment of emergency responders; (3) writing plans to address hazard/emergency preparedness and responsiveness to natural and man-made catastrophes. This definition of specialized experience is typical of work performed at the second lower grade/level position in the federal service (GS-11).

Conditions of Employment:

1. Appointment may be subject to a suitability or fitness determination, as determined by a completed background investigation.
2. May be subject to a one-year probationary period.
3. Position is Emergency Essential (Key) and shall not be vacated during a national emergency or mobilization as doing so would seriously impair the capability of the organization to function effectively.
4. This position has a Temporary Duty (TDY) or business travel requirement of 25% of the time.
5. Must be deployable on TDY assignments within USACE impacted by a natural disaster or National Security emergency. Deployments normally last 30 days real time but may be extended based on the specific situation.
6. Incumbent is required to submit a Financial Disclosure Statement, SF-450, upon entering the position and annually thereafter, in accordance with DoD Directive 5500.7-R.
7. Incumbent is required to obtain and maintain a valid Driver's License in one of the 50 U.S. states.

How to Apply:

Provide your current resume:

- 1) Via Email: to holly.n.costa@usace.army.mil Subject line of email should be labeled **Emergency Management Specialist**
- 2) Application packages will be accepted through 11:59pm PDT on 1 February 2025
Application packages that are received after the closing date, or do not contain resume will not be considered.

Reasonable Accommodation Policy

Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

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