

## Special Public Notice



# U.S Army Space and Missile Defense Command Technical Center

## HOW TO APPLY

*Direct Hire for Mission Support Positions*

The U.S. Army Space and Missile Defense Command (USASMDC) Technical Center seeks qualified individuals with skills in the areas of Information Technology, Contracting, Financial Management, Operations, Human Resources, and other administrative and clerical fields. The Directorates of the Technical Center are located at Redstone Arsenal, Alabama. Other sites may include Huntsville, Alabama; Reagan Test Site, Kwajalein Atoll, Republic of the Marshall Islands; Albuquerque, New Mexico; and White Sands Missile Range, New Mexico. For specific mission responsibilities at the various locations, please see the <https://www.smdc.army.mil/ORGANIZATION/TC/>.

Interested candidates should forward their application material to the USASMDC Technical Center at [usarmy.redstone.smdc.mbx.tc-hr@army.mil](mailto:usarmy.redstone.smdc.mbx.tc-hr@army.mil). The email address is used as a resume drop box for potential future vacancies. You will only be contacted if we have a vacancy and need additional information or wish to schedule a phone or personal interview with you. Applicants should state their name, degree level, and degree major in the subject line of the email as well as attach their resume (please ensure a detailed description of duties accomplished is stated in your work experience and the start and end dates of employment are in the MM/DD/YYYY format), unofficial transcripts if applicable, and if a veteran, a copy of the DD-214. **Redact Social Security Numbers from all documentation.** If you are eligible for 10-point veterans' preference, attach an SF-15 (Application for 10-point Veterans' Preference) plus proof required by that form, i.e. letter from the VA stating percentage of disability. Applicant should also state in the body of the email the geographic locations for which applying. Applications will be kept on file for 90 days. All applications and supporting documentation become the property of the Department of the Army and will not be returned once submitted.

These positions are being filled utilizing a Direct Hire Authority that may appoint qualified candidates to positions within the Technical Center.

This notice may be used to fill anticipated permanent or modified term vacancies with a full-time or part-time work schedule at various locations. Modified term appointments may be extended without further announcement. A modified term appointment may be noncompetitively converted to a career appointment.

Qualified candidates must meet the minimum standards for the position as defined in OPM's operating manual, "Qualification Standards for General Schedule Positions," <http://www.opm.gov/qualifications/standards/group-stds/gs-prof.asp>; or the Lab Demo project qualification standards specific to the position to be filled and meet any selective placement





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factor identified for the position to be filled. Salary is set commensurate with selectee's background, experience, and other considerations.

The Defense Acquisition Workforce Improvement Act (DAWIA) of 1990, P.L. 101-510, Title XII, imposed qualification requirements for certain acquisition positions. DAWIA was enacted to improve the effectiveness of the acquisition workforce by establishing minimum qualification standards for each acquisition stall. The Department of Defense implemented DAWIA by establishing a certification process. Each Acquisition, Technology, and Logistics (AT&L) career field requires specific education, training, and experience as well as defines the certification process for each career field. Candidates must be able to meet mandatory education, training, and experience requirements of the level of the position to which they are appointed within two years of their assignment. These requirements are in addition to the qualification requirements established by OPM. Certification levels are determined by the level of responsibility of the job, and whether the job requires basic, intermediate, or advanced experience and training. More information regarding the Acquisition Professional Development Program (APDP) can be found at <https://asc.army.mil/web/>.

### **ADDITIONAL CONDITIONS OF EMPLOYMENT:**

- U.S. Citizenship Required
- Must obtain and maintain a security clearance.
- Most positions are covered under DAWIA and require additional education, training, and experience. If you possess DAWIA Certification, please indicate your Certification Level and Career Field Information in your resume.
- Some DAWIA positions may be designated as Critical Acquisition Positions (CAPs). In addition to DAWIA certification requirements, individuals selected for CAPs must also be a member of the Acquisition Corps at the time of selection or meet the requirements or have an approved waiver prior to placement in the position. The selectee must sign a three-year tenure agreement prior to assuming the position. If you are an Acquisition Corps member or meet the requirements, please indicate your membership or that you meet the requirements in your resume.
- Candidates not certified may still apply and be selected for DAWIA positions, but must achieve certification within 36 month of appointment for Foundational Career Level Certification, 60 months of appointment for Practitioner Career Level Certification, or 48 months of appointment for Advanced Career Level Certification.
- Employee is expected to meet Continuing Acquisition Education requirements for positions coded for acquisition.
- Employees must maintain current certifications.

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- This position may be a drug testing designated position. The incumbent is subject to pre-employment drug testing as a condition of employment, and participation in random drug testing.
- The work may require the employee to occasionally travel away from the normal duty station via military or commercial aircraft.
- Employee may be required to work other than normal duty hours, which may include evenings, weekends, and/or holidays.
- The selectee may be required to complete a Confidential Financial Disclosure Report (OGE 450), prior to entering on duty and annually thereafter.
- A 2-year probationary period is required for permanent positions.
- For supervisory positions, a 1-year supervisory probationary period is required.

This is a public announcement and will be used to fill anticipated Permanent, Term, or Temporary vacancies with a full-time or part-time work schedule in various locations in the Technical Center as vacancies occur during the open period.

### **EQUAL EMPLOYMENT OPPORTUNITY**

All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.