

Architect

DEPARTMENT OF THE INTERIOR
National Park Service

Summary

This position is located in Statue Of Liberty National Monument and Ellis Island, in the Project Management Division.

Overview

Accepting applications

Open & closing dates

🕒 08/02/2022 to 08/29/2022

Salary

\$92,245 - \$119,922 per year

Pay scale & grade

GS 12

Location

1 vacancy in the following location:

📍 **New York, NY**

1 vacancy

Remote job

No

Telework eligible

No

Travel Required

Not required

Relocation expenses reimbursed

Yes— You may qualify for reimbursement of relocation expenses in accordance with agency policy.

Appointment type

Permanent -

Work schedule

Full-time -

Service

Competitive

Promotion potential

None

Job family (Series)[0808 Architecture](#)[\(/Search/Results?j=0808\)]((/Search/Results?j=0808))**Supervisory status**

No

Drug test

No

Position sensitivity and risk[Non-sensitive \(NS\)/Low Risk](#)[\(https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/\)](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)**Trust determination process**[Credentialing](#)[\(https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/\)](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)[Suitability/Fitness](#)[\(https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/\)](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)

Announcement number

NE-1611-STLI-22-11591163-DE

Control number

668719000

This job is open to

**[Career transition \(CTAP, ICTAP, RPL\)](#)**

Federal employees who meet the definition of a "surplus" or "displaced" employee.

**[The public](#)**

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

Clarification from the agency

All U.S. Citizens. CTAP/ICTAP Eligibles

Duties

The incumbent serves as a specialist for the park in the science and art of architecture with advanced training in the principles, theories, concepts, methods, and techniques of preserving historic and prehistoric structures with the focus on preserving a structure's physical attributes and materials. Research, planning, and stewardship are the framework for the duties of a historical architect. Research defines the features, values, and associations that make a structure historically significant; planning identifies the issues and alternatives for long-term preservation; and stewardship involves activities such as condition assessment, maintenance, and training.

Directs a complex program of historical architecture preservation activities that involve complex issues that may impact a wide variety of park issues. Responsible for the identification, research, planning, treatment, and preservation maintenance of historic and prehistoric structures. Represents the superintendent when working with others on historical architecture matters. Develops and maintains liaisons and effective working relations with related groups and individuals, agencies, and the public in order to encourage and facilitate cooperative management strategies. Makes presentations in the parks, in public gatherings, and at professional meetings.

Carries out program management duties by developing work plans and schedules, and requirements of the project for A/E design or documentation services. Examples of such projects include list of classified structures, historic structure reports, existing condition drawings, and design construction services for treatment work. Participates in negotiations with A/E firms, including development of detailed cost estimates of major work items. Designated as Contracting Officer's Representative during the course of contracts. Ensures contractual requirements, including technical adequacy, design excellence, and project schedules are met. Reviews contractor shop drawings, samples, and material certification for contract and performance compliance and recommends them for approval or rejection. Utilizes automatic methods of data collection, analysis or illustration. Inputs data into digital form and uses computer applications for data analysis, manipulation, and presentation. Performs professional review and assessment of plans, comprehensive designs, preliminary designs, special studies, and layouts prepared by other agency offices for accuracy, adequacy, and compliance with historic preservation policies, guidelines, laws, and regulations as they relate to historic and prehistoric structures.

May serve as a park cultural resources compliance coordinator. Prepares historic preservation documentation and background materials for clearances, permits, licenses, etc., as required by Section 106 and Section 110 of the National Historic Preservation Act, Native American Graves Protection and Repatriation Act, Archeological Resources Protection Act, NPS Management Policies, and cultural resources management guideline, for planning and construction projects that involve cultural resources. Reviews projects initiated by NPS staff at the park and makes recommendations for approval to managers.

Requirements

Conditions of Employment

- U.S. Citizenship required.
- Appointment subject to background investigation and favorable adjudication.
- Meet Selective Service Registration Act requirement for males
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer Program.
- Any individual who is currently holding, or has held within the previous 52 weeks, a General Schedule position under non-temporary appointment in the competitive or excepted service, must meet time-in-grade requirements (must have served 52 weeks at the next lower grade or equivalent in the Federal service). Time-in-grade requirements must be met by the closing date of this announcement. Time-In-Grade requirements also apply to former Federal civilian employees applying for reinstatement as well as current employees applying for Veterans Employment Opportunities Act of 1998 (VEOA) appointment.
- You may be required to operate a government (or private) motor vehicle as part of your official duties. Prior to your first official motor vehicle operation, and again every year thereafter (or more frequently on management request), you will be required to

sign an affidavit certifying to your possession of a valid State issued driver's license that is current and has not been revoked, suspended, canceled, or otherwise disqualified in any way to prohibit your operation of a motor vehicle. You will also submit a photocopy of your valid State issued driver's license prior to your first official motor vehicle operation, and again every year, or more frequently at management request. Lastly, you may be required to submit (within a State sealed envelope or submitted directly by the State authorities), and at your own expense, all certified driving records from all States that discloses all valid driver's licenses, whether current or past, possessed by you.

- You will be required to wear a uniform and comply with the National Park Service uniform standards. A uniform allowance will be provided.
- If you are a new employee or supervisor in the Federal government, you will be required to complete a one-year probationary period.
- You may be required to travel overnight away from home **up to** 7 nights per month. You must obtain a government charge card for travel purposes.
- You will be required to complete training and obtain/maintain a government charge card with travel and/or purchase authority.

Qualifications

All qualifications must be met by the closing date of this announcement-08/29/2022-unless otherwise stated in this vacancy announcement.

Credit will be given for all appropriate qualifying experience. To receive credit for experience, your resume **MUST** clearly indicate the nature of the duties and responsibilities for each position, starting and ending dates of employment (month/year), and the resume must reflect full and/or part-time or total number of hours worked (i.e., work 40+ hours a week, rather than indicating full-time). If part-time, the hours must be annotated to be able to pro-rate the amount of qualified specialized experience.

Basic Education/Experience:

1) Possess a Bachelors degree in Architecture

-OR-

2) Have a Bachelor's or higher degree in a related field that included 60 semester hours of course work in architecture OR related disciplines of which at least 30 semester hours were in architectural design, and 6 semester hours were in each of the following: structural technology, properties of materials and methods of construction, and environmental control systems.

-OR-

3) A Combination of education and experience -- college-level education, training, and/or technical experience that furnished (1) a thorough knowledge of the arts and sciences underlying professional architecture, and (2) a good understanding, both theoretical and practical, of the architectural principles, methods, and techniques and their applications to the design and construction or improvement of buildings. The adequacy of such background must be demonstrated by at least one of the following:

Related Curriculum: Degree in architectural engineering may be accepted as satisfying in full the basic requirements, provided the completed course work in architectural engineering provided knowledge, skills, and abilities substantially equivalent to those provided in the courses specified in paragraph A. The curriculum for a degree in either architecture or architectural engineering covers function, esthetics, site, structure, economics, mechanical-electrical, and other engineering problems related to the design and construction of buildings primarily (but not exclusively) intended to house human activities. The courses required for a degree in architecture generally place emphasis upon planning, esthetics, and materials and methods of construction, while the courses for an architectural engineering degree place equal or greater weight on the technical engineering aspects such as structural systems, mechanical systems, and the properties of materials. Because of this difference in emphasis, persons with degrees in architecture may have a preference for work assignments that offer greater opportunities for them to express their artistic and creative abilities. As a result, they may be more concerned with planning and design aspects of architecture, and persons with degrees in architectural engineering may be more engaged in aspects emphasizing technical engineering considerations.

Experience: An applicant lacking a degree in architecture must have had 1 year of experience in an architect's office or in architectural work for each year short of graduation from a program of study in architecture. In the absence of college courses, 5 years of such experience is required. This experience must have demonstrated that the applicant has acquired a thorough knowledge of the fundamental principles and theories of professional architecture.

-AND-

To qualify for this position at the GS-12 grade level, you must possess the following minimum qualifications by close of the announcement:

EXPERIENCE: At least one full year of specialized experience comparable in scope and responsibility to the GS-11 grade level in the Federal service (obtained in either the public or private sectors). This experience includes activities such as:

- 1) Applying the concepts, principles, theories, and practices used in the planning, design, construction, and maintenance of buildings;
- 2) Applying the concepts, principles and practices of Historic Architecture used in the research, planning, investigation, analysis and reporting of historic buildings and resources and their treatment and preservation;
- 3) Applying the principles, methods, or tools for developing, scheduling, coordinating, and managing projects and resources, including monitoring and inspecting costs, work, and contractor performance;
- 4) Applying knowledge of various types of contracts, techniques, or requirements for contracting or procurement, and contract negotiation and administration; and/or
- 5) Understanding and utilizing the value of collected information and the methods of sharing that information throughout an organization. You must include hours per week worked.

Volunteer Experience: 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.

Education

To qualify based on education, you must submit a legible copy of transcripts from an [accredited institution](http://www2.ed.gov/admins/finaid/accred/index.html) (<http://www2.ed.gov/admins/finaid/accred/index.html>).

with your name, school name, credit hours, course level, major(s), and grade-point average or class ranking. Transcripts do not need to be official, but if you are selected for this position and you used your education to qualify, you must provide official transcripts before you begin work.

If you are using [education completed in foreign colleges or universities](http://www2.ed.gov/about/offices/list/ous/international/usnei/us/edlite-visitus-forrecog.html) (<http://www2.ed.gov/about/offices/list/ous/international/usnei/us/edlite-visitus-forrecog.html>).

to meet qualification requirements, you must show that your 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; or full credit has been given for the courses at a U.S. accredited college or university.

There is no substitution of education for experience at the grade level(s) of this announcement.

Additional information

A selectee receiving a first appointment to the Federal Government (Civil Service) is entitled only to the lowest step of the grade for which selected. The display of a salary range on this vacancy shall not be construed as granting an entitlement to a higher rate of pay.

This announcement may be used to fill additional positions if identical vacancies occur within 90 days of the issue date of the referral certificate.

Physical Demands: The position may require strenuous physical activity including periods of standing walking, climbing, lifting and carrying heavy objects. Some activities will occur in physically dangerous areas or settings. Documentary research and report writing work is sedentary, which entails the ability to concentrate and write for long periods of time.

Working Conditions: The work is performed in both an office and occasionally in a field setting to perform on-site investigations and inspections.

Career Transition Assistance Plan (CTAP)/Interagency Career Transition Assistance Program (ICTAP): CTAP provides eligible surplus and displaced Federal competitive service employees with selection priority over other candidates for competitive service vacancies. If your agency has notified you in writing that you are a surplus or displaced employee eligible for CTAP consideration or that you are a displaced employee eligible for ICTAP consideration, you may receive selection priority if: 1) This vacancy is within your CTAP/ICTAP eligibility; 2) You apply under the instructions in this announcement; and 3) You are found well qualified for this vacancy. You must provide proof of eligibility with your application to receive selection priority. Such proof may include a copy of your written notification of CTAP/ICTAP eligibility, or a copy of your separation personnel action form.

The National Park Service has determined that the duties of this position are suitable for telework only during an emergency or natural disaster.

If you are unable to apply online or need to fax a document that you do not have in electronic form, view the following link for information regarding an Alternate Application. Click the following link for more information, https://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information (https://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information).

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](#) (<https://www.usajobs.gov/Help/working-in-government/benefits/>).

[Review our benefits](#) (<https://home.nps.gov/aboutus/benefits.htm>)

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.

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), the responses you provide on the application questionnaire, and the result of the additional assessments required for this position. A review of your resume and supporting documentation will be made and compared against your responses to the Assessment Questionnaire to determine if you are qualified for this job. If your resume is incomplete or does not support the responses provided in the Assessment Questionnaire, or if you fail to submit all required documentation, you will be rated 'ineligible', 'not qualified', or your score will be adjusted accordingly. If a determination is made that you have inflated your qualifications or experience, you can lose consideration for this position. Please follow all instructions carefully; errors or omissions can affect your rating.

Candidates will be rated and ranked using Category Rating procedures. These procedures place candidates with veteran's preference above non-preference eligibles within each category. Veterans with a service connected disability of at least 10 percent are listed in the highest quality category, except when the position being filled is scientific or professional at the GS-09 grade level or higher. Under Category Rating, candidates will be rated and ranked into one of three categories:

- **Best Qualified** - applicants possessing experience that substantially exceeds the minimum qualifications of the position including all selective factors and are highly proficient in all requirements of the job and can perform effectively in the position
- **Well Qualified** - applicants possessing experience that exceeds the minimum qualifications of the position including all selective factors and are proficient in most of the requirements of the job
- **Qualified** - applicants possessing experience that meets the minimum qualifications of the position including all selective factors and are proficient in some, but not all of the requirements of the job.

You will be evaluated on the following competencies:

- Architecture
- Contracting/Procurement
- History and Archaeology
- Interpersonal Skills
- Project Management
- Technology Application

In order to be considered for this position, you must complete all required steps in the process. In addition to the application and application questionnaire, this position requires completion of additional assessment, including a subject matter expert review. These assessments measure the critical competencies listed above that are required to successfully perform the job.

Required Documents

The following documents are required and must be submitted by 11:59 PM (EST) on 08/29/2022:

1. **Resume** which includes a list of all significant jobs held and duties performed, dates specified in month and year format, and the resume must reflect full and/or part-time or total number of hours worked (i.e., work 40+ hours a week, rather than indicating full-time). If part-time, the hours must be annotated to be able to pro-rate the amount of qualified specialized experience. If military or civilian, please include your rank and/or grade.
2. Complete **All Required Assessments**.
3. **Other Supporting Documents**, if applicable, such as:
 - [Veterans Preference Documentation](https://www.usajobs.gov/Help/working-in-government/unique-hiring-paths/veterans/)
(<https://www.usajobs.gov/Help/working-in-government/unique-hiring-paths/veterans/>)
:
 - If you are a **Discharged, Non-Disabled Veteran**, you must submit a copy of your DD-214 showing character of discharge (Member 4 copy), or other Documentation of Service and Separation under Honorable Conditions, as listed on the [SF15](http://www.opm.gov/Forms/pdf_fill/SF15.pdf)
(http://www.opm.gov/Forms/pdf_fill/SF15.pdf)
. If you don't have your DD-214, you may request it after discharge from the [National Archives](http://www.archives.gov/veterans)
(<http://www.archives.gov/veterans>)
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 - If you are a **veteran within 120 days of discharge**, you must submit signed documentation from the Armed Forces certifying: 1) your expected release/retirement from active duty, 2) under honorable conditions, 3) your pay grade/rank/rate at time of discharge, 4) dates of active duty service, 5) any campaign or expeditionary medals received, & 6) dated within 120 days of your separation.
 - If you are a **Disabled Veteran, Purple Heart Recipient, or [Mother or Spouse of a Disabled or Deceased Veteran](#)**

(<https://fedshirevets.gov/job/familypref/index.aspx>).

, you must submit all additional proof required by the [SF15](#)

(http://www.opm.gov/Forms/pdf_fill/SF15.pdf).

, and if applicable, a completed [SF15](#)

(http://www.opm.gov/Forms/pdf_fill/SF15.pdf).

. You may request a copy of your Department of Veterans Affairs letter from www.ebenefits.va.gov

(<http://www.ebenefits.va.gov/>).

or call 1-800-827-1000 to establish proof of disability.

4. College transcripts, if qualifying based on education.

5. Documentation for [Interagency/Career Transition Assistance Plan](#)

(<https://www.opm.gov/policy-data-oversight/workforce-restructuring/employee-guide-to-career-transition/>).

consideration if you are a displaced Federal employee within the local commuting area. You must include: 1) Proof you are a displaced Federal employee, e.g., RIF Separation Notice, Notice of Proposed Removal, etc; 2) SF-50s (Notifications of Personnel Action) showing career/conditional tenure competitive status, promotion potential and duty location; and 3) your most recent performance appraisal. To exercise selection priority, displaced or surplus Federal employees must be rated well-qualified or above 85 on the rating criteria for this position.

Do not submit photographs with your application package. Documents with photographs may not be seen by hiring officials - you must remove your image from any badges, licenses, etc.

Do not upload Adobe portfolio documents. Adobe portfolio documents are not viewable by our agency's staffing offices.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education

(<http://www.ed.gov/admins/finaid/accred/>)

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Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

How to Apply

To apply for this position: You must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below. To receive consideration, the complete application package must be submitted by 11:59 PM (EST) on 08/29/2022. **WE DO NOT ACCEPT HARD-COPY OR E-MAIL APPLICATION PACKAGES.**

1. Select Apply. If you are not logged in, you will be prompted to login or [create an account](#)

(<https://www.usajobs.gov/Help/how-to/account/>).

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2. Prompted to Start the Application Process by selecting "Start Application."

- [Click here for USAJobs Help with "How to create an application"](#)

(<https://www.usajobs.gov/Help/how-to/application/>).

- To **PREVIEW** the application questionnaire, select the following link:

<https://apply.usastaffing.gov/ViewQuestionnaire/11591163>

<https://apply.usastaffing.gov/ViewQuestionnaire/11591163>

3. Select or add the resume you want to use for this application. [Click here on how to build a resume in USAJOBS](#) (<https://www.usajobs.gov/Help/how-to/account/documents/resume/build/>).
4. Select documents you want included in this application.
5. Review package to acknowledge your documents were reviewed.
6. Select if you want to include your demographic information.
7. After reading and certifying the application is true and submitted in good faith, select "Continue to Agency Site."
8. Follow onscreen prompts and instructions to complete your application.
9. Add the supporting documents by indexing your documents with the dropdown.
 - Upload any missing required documents or optional documents.
10. Review and Submit Application.
11. While logged in, you can check the status of your application by selecting "+" next to the job title for this position.
12. You can review or revise your application at any point during the open period of the announcement.
 - To update an application, you should log into your USAJOBS account and select "+" next to the job title for this position. Select "**Update Application**" for this job.
 - **Note:** When you click **Update Application**, you will be prompted to re-select your documents from USAJOBS. Documents submitted with the first application will no longer be associated with the applicant record. So it is important that you select all documents you want to use in the re-application.
13. To ensure compliance with an applicable preliminary nationwide injunction, which may be supplemented, modified, or vacated, depending on the course of ongoing litigation, the Federal Government will take no action to implement or enforce the COVID-19 vaccination requirement pursuant to Executive Order 14043 on Requiring Coronavirus Disease 2019 Vaccination for Federal Employees. Therefore, to the extent a Federal job announcement includes the requirement that applicants must be fully vaccinated against COVID-19 pursuant to EO 14043, that requirement does not currently apply. However, the NPS requires employees and selected applicants to provide their vaccination status for the purposes of implementing other workforce safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

Agency contact information

 Jessica Parkhurst

Phone

[617-999-0814](tel:617-999-0814)
(<tel:617-999-0814>)

Email

jessica_parkhurst@nps.gov
(mailto:jessica_parkhurst@nps.gov)

[Learn more about this agency.](#)
([#agency-modal-trigger](#))

Address

Statue Of Liberty National Monument
Statue of Liberty National Monument and Ellis Island
Liberty Island
New York, NY 10004
US

Next steps

Once the Occupational Questionnaire is received you will receive acknowledgement that your submission was successful. If you are among the most qualified candidates and your name is referred to the hiring official, you may be contacted directly for a possible interview. You will be notified of the status of your Application Package at the time candidates are referred for consideration, and when the selection process is complete.

Fair & Transparent

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

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

[\(/Help/equal-employment-opportunity/\)](#)

[Financial suitability](#)

[\(/Help/working-in-government/fair-and-transparent/financial-suitability/\)](#)

[New employee probationary period](#)

[\(/Help/working-in-government/fair-and-transparent/probationary-period/\)](#)

[Privacy Act](#)

[\(/Help/working-in-government/fair-and-transparent/privacy-act/\)](#)

[Reasonable accommodation policy](#)

[\(/Help/reasonable-accommodation/\)](#)

[Selective Service](#)

[\(/Help/working-in-government/fair-and-transparent/selective-service/\)](#)

[Signature and false statements](#)

[\(/Help/working-in-government/fair-and-transparent/signature-false-statements/\)](#)

[Social security number request](#)

[\(/Help/working-in-government/fair-and-transparent/social-security-number/\)](#)