



***PUBLIC NOTICE FOR POSITIONS BEING FILLED UNDER DIRECT HIRE AUTHORITY (DHA)
#21 DHA for AcqDemo Business and Technical Management Career Path (NH)***

Public Notice Number: PEOAVN-DHA-1109-23-0027- FLRAA

Opening and Closing Dates: 20 July 2023 through 02 August 2023 (11:59pm CT)

Position Title: Program Analyst, Multiple positions may be filled using this Public Notice.

Series/Grade: NH-0343-04

Full Performance Level: NH-04

Duty Location: US Army Acquisition Support Center, Office of the Program Executive Office, Aviation (PEO AVN), Redstone Arsenal, Alabama

Salary Range: \$120,849– \$183,500

This is a pay banded position. The NH-04 band encompasses grades 14 and 15 under the General Schedule (GS) system.

This non-supervisory position is **subject to a salary control point equivalent to the GS-14, step 10 base salary**, or if the incumbent is a current government employee and the salary currently exceeds the GS-14, step 10 level the incumbent's salary will be put on a salary control point at the incumbents existing salary.

Work Schedule: Full-time

Appointment Type: Permanent

Start Date: On or around 10 September 2023

Relocation: Relocation (PCS) expenses are not authorized.

Travel Requirement: Up to 25% Temporary Duty Travel required.

Who May Apply: U.S Citizens ONLY.

Specialized Experience: One year of specialized experience equivalent to the NH-03/GS-13 pay band which includes: 1) Utilizing information across the acquisition, financial management, and operations research disciplines to evaluate contract performance, prepare reports and briefings; 2) Communicating program status, risks, and opportunities to organizational leadership; and 3) Coordinating with staff as required to assist managers in recruitment, retention, and workforce development strategies.

This definition of specialized experience is typical of work performed at the next lower grade/level position in the federal service (NH-03/GS-13).

Some federal jobs allow you to substitute your education for the required experience in order to qualify. For this job, you must meet the qualification requirement using experience alone--no substitution of education for experience is permitted.

Major Duties:

- Provides staff guidance and direction to elements engaged in the development and implementation of plans and objectives to assure that actions are in keeping with PEO/PM and higher echelon objectives.
- Identifies areas needing emphasis and exercises leadership to ensure programmed system and subsystem time, cost and performance schedules are accurately established and met.
- Develops, maintains, and coordinates a responsive financial management program to assure availability of resources to meet established milestones and events for development and fielding of the system.
- Tasks participating and supporting organizations with program and budget planning and reporting actions by developing and disseminating requirements, methods, justification strategies, and reporting cycle.
- Reviews, analyzes, and evaluates accomplishment of overall program by review or reports, studies, products, and information provided by staff members, support personnel, contractors, and other agencies.
- Makes formal and informal presentations outlining the history, current status, and objectives of functional responsibilities.
- Analyzes requirements, coordinates, develops, defends, and presents data for major program reviews such as the Command budget estimate and the resource management update for the operations and maintenance appropriation, higher headquarters' annual program and material change management reviews.

Conditions of Employment:

- Must meet suitability for Federal employment.
- Will be required to provide proof of U.S. Citizenship
- May be required to serve a 1-year probationary period.
- Direct Deposit of pay is required.
- Male applicants born after December 31, 1959, must complete a Pre-employment Certification Statement for Selective Service Registration
- Salary includes applicable locality pay or Local Market Supplement
- Must possess or be able to obtain and/or maintain a Secret security clearance duration of employment.
- This position has a Temporary Duty (TDY) or business travel requirement of 25% of the time.
- This position requires a Financial Disclosure Statement OGE Form 450 and annually thereafter in

accordance with DoD Directive 5500-7-R.

- This is a Critical Acquisition Position (CAP). Critical Acquisition Positions (CAP) no longer require Acquisition Corps membership with the approval of the DoDI 5000.66, change 3.
- This position requires a 3-year tenure agreement. Must sign DD Form 2888 (Critical Acquisition Position Service Agreement) and execute, as a condition of employment, a written tenure agreement.
- This is a Financial Management level 3 position. Must obtain Level 3 Financial Management Certification (FMC03).
- This is an Army Acquisition, Logistics and Technology Workforce position. Selectee must meet position requirements for Advanced certification for Program Management within 48 months of entrance on duty.

How to Apply:

Please send an e-mail to: usarmy.redstone.peo-avn.mbx.canvass-announcements@army.mil containing the following:

Subject: PEOAVN-DHA-1109-23-0027

Required Documents:

- **Resume must include** your first and last name, current address, current email address, current phone number, job title, employer, duties, and accomplishments; as well as hours worked per week and dates of employment.

Please submit all documents in PDF or Word format, preferably (not required) saved as “Last Name, First Initial – Document type,” i.e., “Doe, J – Resume”

Application packages will be accepted through 11:59pm CT on 02 August 2023

Please Note: *Application packages that are received after the closing date, do not contain resume and do not contain all of the required information or are submitted in unreadable formats, will not be considered.*