

POSITION: Food Service Worker, WG-7408-2, Target WG-3**TYPE OF APPOINTMENT:** Permanent**NUMBER OF VACANCIES:** Four Part-time Positions (15 hours per week)**POSITION DESCRIPTION:** WG-2: 1105A; WG-3: 1306A**SALARY RANGE:** WG-2: \$11.49 to \$13.41; WG-4: \$12.60 to \$14.70 per hour**NOTE 1:** Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion**NOTE 2:** This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.**NOTE 3:** This is a developmental position. If selected below the target level, employee may be promoted without further competition upon satisfactory completion of qualification and eligibility requirements.**NOTE 4:** A pre-employment physical examination may be required for an applicant employed by the VA Medical Center who is tentatively selected.**NOTE 5:** This is a Bargaining Unit position.**TOUR OF DUTY:** Position is days. May also work nights, evenings, weekends and holidays depending on the needs of the service. The work conditions may require a change in the tour of duty depending on the needs of the Portland and Vancouver facilities.**LOCATION:** These positions are located in Nutrition & Food Service Portland OR, or Vancouver, WA Division, however, it may be necessary to utilize the selected persons' services at a different Medical Center location if conditions require it in the future.**AREA OF CONSIDERATION:** Consideration will be given to career or career conditional employees and permanent Title 38 employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are employees of the Willamette National Cemetery, Regional Office and Veterans Outreach Center and **permanent canteen employees**.**Displaced/Surplus Federal Employees:** Employees covered under the provision of the inter-agency Career Transition Plan (ICTAP) and Career Transition assistance Plan (CTAP) (displaced VA Employees) eligibles will be given priority consideration for vacancies within the **local commuting area** for which they are well qualified. Applicants requesting this consideration must attach appropriate proof of the ICTAP eligibility with their application.**DUTIES:** The complete description may be reviewed in the Human Resources Management Division. The following duties and responsibilities are taken from the position description and are considered to be a brief extract. The incumbent will carry trays to ambulatory patients; clear and wipe tables. Load and operate dishwashing and pot washing machines. Store sanitized dishes and pots and pans. Perform cleaning tasks such as sweeping and mopping kitchen floors, washing walls, and cleaning and sanitizing equipment. Must be able to read, write, and follow oral instructions. Must know simple food handling techniques needed for sanitation safety. Must have an understanding of personal hygiene standards and safe work procedures. Must have knowledge of basic arithmetic. Includes light to moderate physical effort, constantly standing or walking. Frequently lifts or moves objects up to 30 pounds. Occasionally lifts up to 50 pounds. Pushes food carts weighing up to 750 pounds. Subject to continuous standing and walking, frequent stooping, reaching, pushing, pulling, and bending. Work area is noisy and may be uncomfortably hot from steam equipment and high temperatures. There is danger of slipping on wet floors, minor cuts and bruises. May be exposed to extreme temperatures when going from work area into walk-in refrigerators/freezers.**GENERAL REQUIREMENTS:****Eligibility:** U.S. Office of Personnel Management Qualification Standards Handbook for WG-7408 series applies and may be reviewed in the Human Resources Management Division office. Regulatory requirements such as "time after competitive appointment" are applicable.**Rating Factors:** *On a separate sheet of paper, provide a written, detailed response to each of the RATING FACTORS. Failure to respond to rating factors will result in applicant not being referred for the position :* 1. Ability to do food service work under other than normal supervision (Screen-out element). 2. Work practices, cleanliness, neatness and sanitation in food service work. 3. Technical practices ability to perform a variety of technical procedures in institutional food preparation. 4. Ability to read, understand, and follow food preparation and serving instructions. 5. Ability to use and care for serving tools, utensils, and equipment in food preparation. 6. Knowledge of food preparation ingredients. 7. Dexterity and safety in food service work.**Well Qualified (CTAP/ICTAP):** A well-qualified candidate is defined as one who meets the qualification and eligibility requirements for the position, including all educational/experience and selective factors (when applicable), and is able to satisfactorily perform the duties of the position upon entry.**EQUAL EMPLOYMENT OPPORTUNITY:** All qualified applicants will receive equal consideration without regard to race, religion, color, national origin, sex, politics, marital status, non-disqualifying physical or mental handicap, age or membership or non-membership in a labor organization.**HOW TO APPLY:** In order to be considered for this vacancy, interested employees must complete and submit VA Form 5-4078, Application for Promotion or Reassignment, to be received in Human Resources Management Division (P4HRMS) no later than 4:30 p.m. on the closing date of this announcement. Applicants must submit VA Form 5-4676a, "Employee Supplemental Qualifications Statement" no later than (7) calendar day after the closing date of the position. VA Form 5-4676b, Supervisory Appraisal of Employee for Promotion, will be furnished to the employee for completion by supervisory officials also due 7 calendar days after the closing date. These forms are available in Human Resources Management Division and on the internal Human Resources website.**HOW TO OBTAIN FORMS:****In Portland**VA Medical Center, Human Resources Management Division
3710 SW US Veterans Hospital Road, (Bldg. 100, Room 6C-12)
Portland, OR 97239. Phone # (503) 273-5236**If Mailing:**VA Medical Center, Human Resources Management Division (P4HRMS)
P.O. Box 1034
Portland, OR 97207**Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications. Applications must be received in Human Resources Management Division in the Portland office as listed above, no later than 4:30 p.m. on the closing date of the vacancy announcement or postmarked on or before the closing date. Applications will not be returned to applicants. For additional information you may contact Personnel (503) 273-5236.**