



United States Department of the Interior



NATIONAL PARK SERVICE

Denali National Park & Preserve
Mile 237 Parks Highway
P.O. Box 126
Denali National Park, AK 99755

RECRUITMENT BULLETIN: **DENA-25-001**

ISSUE DATE: October 30, 2024

CLOSING DATE: November 19, 2024

JOBS AVAILABLE THROUGH THE ALASKA LOCAL HIRE PROGRAM--PUBLIC LAW 96-487

Denali National Park and Preserve is accepting applications for up to two permanent, full-time Public Safety Dispatcher, GS-2151-06/07/08, positions. This announcement is also online at www.nps.gov/dena/parkmgmt/jobs-local-hire.htm. More than one position may be filled via this bulletin.

****In your resume, please indicate the grade level(s) for which you would like to be considered. If you do not indicate a preference, you will be considered for all grade levels****

POSITION

Public Safety Dispatcher, GS-2151-06

\$23.88 to \$31.04 per hour, plus a 3.21% Cost of Living Allowance (COLA), which is subject to annual review and adjustment.

Public Safety Dispatcher, GS-2151-07

\$26.53 to \$34.50 per hour, plus a 3.21% Cost of Living Allowance (COLA), which is subject to annual review and adjustment.

Public Safety Dispatcher, GS-2151-08

\$29.39 to \$38.20 per hour, plus a 3.21% Cost of Living Allowance (COLA), which is subject to annual review and adjustment.

DUTY LOCATION

Denali Park, AK

APPOINTMENT INFORMATION:

Permanent, full-time. Employees can be converted to the competitive service after two years of satisfactory service in the same appointment, and upon meeting all regulatory requirements. Competitive service enables employees to compete for other career opportunities through announcements that are open to current permanent career or career conditional Federal employees.

The full performance level of this position is GS-08. Promotion to the full performance level is neither guaranteed nor implied and will be based solely on your ability to satisfactorily perform the work of the position, existing work at the higher grade level, and recommendation by the position's supervisor.

BENEFITS: Health and life insurance, retirement, Thrift Savings Plan (similar to a 401K) with matching Government contributions; paid holidays, annual and sick leave, and performance-based longevity pay increases. Premium pay may be applicable for work performed during select hours such as overnight and/or Sunday.

DUTIES: If selected, you will work as a Public Safety Dispatcher, GS-2151-06/07/08, in the Alaska Region Communications Center stationed at Denali National Park and Preserve.

Duties include, but are not limited to the following:

- Responsible for receiving, prioritizing, and dispatching routine and complex all-risk incidents involving Law Enforcement, Emergency Medical Services, Search and Rescue, Wildland Fire, and Structural Fire.
- Responsible for assisting and maintaining accountability of NPS Law Enforcement personnel and NPS aircraft throughout park units in Alaska.
- Directs communications during incidents and is responsible for researching, processing, and safeguarding information and documents of a sensitive or criminal nature, which includes the use of the Alaska Public Safety Information Network/National Crime Information Center (APSIN/NCIC) computer.
- Operates many different communications systems (multi-channel radio consoles, phones, and pagers), as well as computers and other office equipment.
- Records all pertinent and significant radio and telephone transmissions in a Computer Aided Dispatch (CAD) program.
- The work requires comprehensive knowledge of emergency medical dispatching techniques, including cardiopulmonary resuscitation, sufficient to maintain certification as an Emergency Medical Dispatching (EMD) and to proficiently give instructions on the telephone/radio using authorized protocols, providing life-saving treatment to victims of illness or injury until medical personnel arrive on scene.

At the GS-2151-06 level, the duties are designed to prepare the selectee for higher-level assignments, and as such the selectee will receive detailed instructions and specific deadlines, will have examples to follow, and work will be subject to review while in progress.

At the GS-2151-07 level, the duties are designed to prepare the selectee for the highest-level assignments. Selectee will be expected to work more independently while still receiving instructions and specific deadlines. Selectee's work will be subject to review at a decreased interval.

At the GS-2151-08 level, the selectee is expected to work independently with minimal instruction and review. The selectee is expected to train others and take initiative on projects.

Duties will be developmental in nature when filled below the full performance level of GS-08.

For more information about the duties of this position, please contact Hank Evans, Communications Center Manager, at 907-683-9555 or henry_j_evans@nps.gov.

PHYSICAL DEMANDS: Incumbent must function efficiently in a confined space for extended periods with no breaks and no opportunity to leave the confines of the Communications Center. The dispatcher is considered an “essential employee,” meaning he/she is required to work most holidays, report for duty during adverse weather conditions, and be expected to work for long hours exceeding normally scheduled shifts in case of emergencies. Position is sedentary with high amounts of stress. Incumbent is subject to shift work, rotating shift work, and uncommon tours of duty. Work requires use of the voice in vocal communications for periods of hours at a time. Voice must be clear, audible, and tone effective with words plainly spoken and understandable. Incumbent must be able to hear clearly and discern a variety of audible communications and signals simultaneously. Incumbent must be able to read critical information from multiple sources, including computer screen, fax, and written log quickly and accurately. The work is of an emergency nature and is emotionally stressful. Incumbent must possess manual dexterity sufficient to operate computer terminals/keyboards and related equipment and to maintain written logs.

Work involves occasional lifting of boxes and supplies up to weights of 50 pounds.

WORK ENVIRONMENT: The work is normally performed in a well-lighted and temperature-controlled room. Noise levels are routinely high due to electronic equipment, telephones, radios, and other discussions ongoing in the performance of duties. The setting is typically confined and secure, and entrance and egress is controlled.

During the training period and/or on other occasions, the incumbent will be assigned to accompany field law enforcement personnel in patrol vehicles to learn or gain a more detailed familiarization with agency field operating procedures and jurisdictional boundaries.

Incumbent may not leave the center unless relieved by another qualified dispatcher.

WHO MAY APPLY: Any U.S. citizen who has acquired special knowledge or expertise regarding the natural or cultural resources of Denali National Park and Preserve, or any other National Park or Preserve in Alaska, by reason of having either lived or worked in or near any of the following locations: Gates of the Arctic, Glacier Bay, Katmai, Kenai Fjords, Klondike Gold Rush, Lake Clark, Sitka, Western Arctic Parklands, and Wrangell-St. Elias National Parks, and Bering Land Bridge and Yukon-Charley National Preserves may apply. To be eligible, applicants must have lived or worked in or near the area long enough to encounter and become familiar with a full range of typical conditions that affect the work to be accomplished. Applicant resumes should reflect periods of time having lived or worked in or near the area of consideration.

The area of consideration for each park unit defines the communities that meet the requirement to have lived or worked in or near the area. The area of consideration for each park unit is listed at the end of this recruitment bulletin.

POSITION REQUIREMENTS: Requirements will be determined by evaluating experience in your resume and the interview and selection process. All position requirements must be met by the closing date of this recruitment bulletin. Knowledge or expertise concerning the park's or preserve's natural and/or cultural resources and the management thereof is required. Local knowledge of the resources and the typical conditions that affect the work to be accomplished will be applied in performance of the duties.

Following are six competencies identified for this position. Applicants are not required to address these competencies in a separate document but are encouraged to include in their resumes experience related to these competencies.

- 1) Awareness of basic public safety functions including law enforcement, fire, and emergency medical care and resource operation.
- 2) Ability to use or learn complex computer systems and equipment and to use public safety dispatching equipment.
- 3) Ability to maintain and safeguard confidential information and files.
- 4) Specialized knowledge of Alaska in relation to the park you lived near or in.
- 5) **GS-07 position:** Ability to perform public safety dispatching duties autonomously without continuous supervision.
- 6) **GS-08 position:** Ability and requirement to train others as needed while performing public safety dispatching, work independently, and take initiative on projects relating to public safety dispatching, and emergency services.

CONDITIONS OF EMPLOYMENT:

- U.S. Citizenship required.
- Appointment subject to background investigation and favorable adjudication before starting work. The level of background investigation required for this position may take considerable time to clear before a start date may be established.
- Selectee needs access to the State of Alaska APSIN/NCIC systems and therefore cannot have been convicted of a felony or misdemeanor.
- Selectee will be required to participate in the Direct Deposit Electronic Funds Transfer Program.
- Selectee will be subject to a two-year trial (probationary) period.
- Selectee must be 18 years of age or older by enter on duty date.
- Males ages 18-25 must meet Selective Service Registration Act requirement. Verify registration at sss.gov
- Selectee will be required to submit to a drug test and must receive negative drug test results prior to appointment. In addition, this position is subject to random testing for illegal drug use.
- This position may work a variety of schedules, which may include evenings, weekends, shift work, and/or holiday work.

- This position may be required to work overtime.
- Selectee must have the ability to lift as much as 50 pounds.
- Type 40+ wpm as a critical component of multitasking.
- Selectee must be a fully qualified typist and able to type 40 words per minute.
- Government housing may be available for this position.
- This position **is** designated as an emergency/essential employee and as such is subject to shift work, rotating shift work, and uncommon tours of duty, which includes holidays, nights, and weekends.

RELOCATION EXPENSES REIMBURSED:

If an appointee is selected from an area of consideration, as outlined at the end of this recruitment bulletin, and currently lives more than 50 miles from the duty station, they may qualify for relocation expenses in accordance with agency policy.

HOW TO APPLY:

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY! Incomplete submissions may result in non-referral of your application. ***Please note:*** An application consists of your resume and any other required forms or documents outlined below. There is no application form to complete.

Assistance may be obtained by e-mailing DENA_HR_Requests@nps.gov. Do not email applications to this email address.

All applications must be received via email or postmarked by the closing date of the announcement. Hand-delivered or faxed applications will not be accepted.

You may email your application to: Denali_Applications@nps.gov. Do not carbon copy (cc) anyone when you email your application. Emailed applications must be received by 11:59 p.m. Alaska Standard Time on the closing date of this recruitment bulletin.

It is the applicant’s responsibility to verify their application has been received via email by the deadline specified above.

If you email your application, include the recruitment bulletin number in the subject line. If you apply for more than one position, send a separate email with application for each position.

Note: Information provided in the body of the email will not be considered part of your application. Include all information you want to share in your resume or include a cover letter.

If mailed via United States Postal Service (USPS), your application must be addressed to: Park Headquarters, ATTN: HR, Denali National Park and Preserve, PO Box 126, Denali Park, AK 99755. DO NOT SEND your application via United Parcel Service (UPS) or FedEx. We do not accept applications mailed in postage-paid government envelopes or through an internal government mail system.

If your application is postmarked on the closing date, it must be received in a sealed envelope at

Denali National Park and Preserve no later than seven calendar days after the closing date.

Do not include any photographs of yourself or any PII (Personally Identifiable Information), such as your Social Security Number, driver's license number, or passport number in your application.

REQUIRED FORMS to send via USPS or email:

- **Resume** that includes your current address, email, and phone number as well as detailed information about your work experience. Include the following: *the recruitment bulletin number of the position for which you are applying*; and for each period of employment state the specific date range worked (for example, June 15, 2022 - August 31, 2023), the position title, employer's name, phone number, and address.
 - Emailed resumes and cover letters need to be sent as **attachments**. Any text written in the email you send will not be forwarded to the selecting official.
 - **please indicate in your resume the grade or grades – GS-06, GS-07 and/or GS-08 – for which you are applying. If you do not indicate a grade you will be considered for all grades.**
- **DD-214 – Certificate of Release or Discharge from Active Duty** – if claiming points of Veterans' Preference, include a legible copy of the DD-214 form that shows the type of discharge from service (usually the Member 4 copy), or Report of Separation from Active Duty if separation was prior to July 1, 1979. If claiming 10 points of Veterans' Preference, also include the SF-15 and verification documents described on the back of the SF-15. The SF-15 may be obtained through the Internet at www.opm.gov/forms. See additional details below about Veterans' Preference.

It is the applicant's responsibility to provide documentation/proof of claimed status for veterans' preference, qualifications, and education. Applicants will not be solicited for further data if that provided is found to be inadequate, illegible, or incomplete.

Application materials will not be returned; therefore, do not submit original documents that you may need in the future, or extra materials such as letters of recommendation, photographs, or award certificates.

If you make a false statement in any part of your application, you may not be hired or you may be fired after you begin work, or you may be subject to fines, imprisonment, or other disciplinary action.

Veterans' Preference (for qualifying veterans): To receive Veterans' Preference, your application package must include a legible copy of your DD-214 form – *Certificate of Release or Discharge from Active Duty* – that shows the type of discharge from service (usually the Member 4 copy), or Report of Separation from Active Duty if separation was prior to July 1, 1979. If claiming 10-point Veterans' Preference, you also must provide a completed SF-15 (www.opm.gov/forms) and verification documents listed on the SF-15. If you are separated and as yet do not have a DD-

214, you may use an official statement of service from your command indicating that you have completed active service and are being discharged under honorable conditions or provide other official documentation (e. g. documentation of receipt of a campaign badge or expeditionary medal) that proves your military service was performed under honorable conditions. You will not receive Veterans' Preference if you do not provide this documentation.

Reasonable Accommodations: The agency provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the park office listed on this announcement. Determinations on requests for reasonable accommodations will be made on a case-by-case basis.

Privacy Act Information: The application you submit for this position contains information subject to the privacy act of 1974 (PL-93-579, 4 USC 552a). We are required to provide you with information regarding our authority and purpose for collecting this data, the routine uses which will be made of it and the effects, if any, of non-disclosure. You are entitled to the same information as it pertains to disclosure of your social security number. Any questions you may have regarding the Privacy Act regulations and the rights it extends can be answered by contacting the park office.

Equal Employment Opportunity: Appointments are made without regard to race, color, age, sex, sexual orientation, religion, political affiliation, national origin, marital status, non-disqualifying handicap condition or any non-merit factor.

Local Hire Areas of Consideration as stated in WHO MAY APPLY section:

Bering Land Bridge National Preserve – Nome, Shishmaref, Wales, Brevig Mission, Teller, White Mountain, Golovin, Koyuk, Stebbins, St. Michael, Unalakleet, Gambell, Savoonga, Little Diomed, Elim, Shaktoolik, Deering, Buckland, and Kotzebue.

Denali Park HQ, Toklat, and Wonder Lake duty stations - Areas considered "near" Denali National Park and Preserve include only: Anderson, Cantwell, Chulitna, Clear, Curry, Denali Park, Ferry, Healy, Kantishna, Lake Minchumina, McKinley Village, Nenana, Nikolai, Petersville, Talkeetna, Tanana, Telida, and Trapper Creek.

Gates of the Arctic National Park and Preserve – Alatna, Allakaket, Ambler, Anaktuvuk Pass, Bettles/Evansville, Hughes, Kobuk, Nuiqsut, Shungnak, and Wiseman/Coldfoot.

Glacier Bay National Park and Preserve – Gustavus, Hoonah, Elfin Cove, Pelican, Excursion Inlet, Haines, Skagway, Juneau-Douglas-Auke Bay, Yakutat, and Dry Bay.

Katmai National Park – Federal Subsistence Areas of Unit 17C, as well as Unit 9A, 9B, 9C, and 9E, to include the communities of Naknek, King Salmon, Dillingham, Clarks Point, Ekwok, South Naknek, Koliganek, Port Alsworth, Nondalton, Pedro Bay, Iliamna, Newhalen, Kokhanok, Igiugig, Levelock, Egegik, Pilot Point, Ugashik, Port Heiden, Chignik, Chignik Lagoon, Chignik Lake, Perryville, and Ivanof Bay.

Kenai Fjords National Park – Seward and Moose Pass extending north the Milepost 45 of the Seward Highway, as well as to the tribal villages with documented ties. These tribal villages include the Native Village of Nanwalek and the Native Village of Port Graham on the southwestern tip of the Kenai Peninsula as well as Seldovia Village Tribe. Also included is the Community of Homer, extending north on the Sterling Highway to mile post 165 and East End Road’s end.

Klondike Gold Rush National Historical Park – Municipality of Skagway Borough, which includes the communities of Skagway, Dyea, Haines, Klukwan, Gustavus, and Juneau.

Lake Clark National Park and Preserve – Iliamna, Newhalen, Nondalton, Pedro Bay, Dillingham, Chignik Lake, Chignik Lagoon, Naknek, South Naknek, Port Heiden, Togiak, Levelock, Koliganek, Igiugig, Ekwok, Egegik, Aleknagik, Perryville, Pilot Point, Manokotak, New Stuyahok, Clarks Point, Kokonok, Twin Hills, Chignik, Portage Creek, Ugashik, Ekuk, Ivanhoff Bay, Lime Village, and Port Alsworth.

Sitka National Historical Park – Baranof Island, which includes the community of Sitka, and the adjacent Admiralty Island including Angoon, the adjacent Chichagof Island including Hoonah, and the nearby City and Borough of Juneau.

Western Arctic National Parklands – Kotzebue, Kivalina, Noatak, Kobuk, Ambler, Shungnak, Noorvik, Deering, and Buckland.

Wrangell-St. Elias National Park and Preserve – Chisana, Chistochina, Chitina, Copper Center, Dot Lake, Gakona, Gakona Junction, Glennallen, Gulkana, Healy Lake, Kenny Lake, Long Lake, Lower & Upper Tonsina, McCarthy, Mendeltna, Mentasta Lake, Nabesna, Nelchina, Northway/Northway Village, Northway Junction, Slana, Tanacross, Tazlina, Tetlin, Tok, Tonsina, and Yakutat.

Yukon-Charley Rivers National Preserve – Central, Circle, Eagle/Eagle Village, and Tok. In addition, residents not living in the communities listed above but within the Yukon-Charley Rivers watershed may also be eligible for Local Hire.