



**US Army Corps
of Engineers**
Wilmington District

Bulletin #: 09-02 STEP Park Ranger
Opening Date: 1 December 2008
First Cut Off: 20 December 2008
Closing Date: Open until filled
Open to All U.S. Citizens

RECRUITING BULLETIN

Wilmington District, US Army Corps of Engineers, Attn: CP/Jennifer Haggett 69 Darlington Avenue, Wilmington, NC 28403; phone 910-251-4647 E-mail jennifer.l.haggett@usace.army.mil

STUDENT TEMPORARY EMPLOYMENT PROGRAM (STEP) Park Ranger YB-025-01 \$16,880-\$29,726

Applications that are accepted remain active for consideration for possible vacancies for up to one year, after which time applicants must reapply to be considered

DUTY LOCATION: Bassett, VA

SALARY: Grade and salary depend upon duties to be performed, the curriculum, and qualifications of the student. Students employed may be eligible for pay increases as they progress in their work and upon recommendation of their supervisor.

OBJECTIVE: To employ students, giving them a chance to work in Federal agencies so that they can resume or continue their education without interruptions caused by financial pressures. The program is designed to benefit students who are in 2 year associates or higher program. Employment is for specified periods for up to one year at a time and may be terminated at any time.

MAJOR DUTIES:

Assignments may include, but are not limited to, the following:

1. Patrols the lands and waters of the project to ensure public compliance with regulations. Participates in investigations of any unusual conditions and circumstances encountered within the lake area. Enforces rules and regulations regarding park use; directs vehicular and pedestrian traffic; maintains crowd control; and issues warnings and violation notices after receiving proper training.
2. Collects fees in public recreation areas where user fees are charged. Enforces provisions of the user fee program and the rules and regulations governing use of the area. Issues and collects for user fee permits for designated fee areas. Collects fee money from gate attendants, Accounts for permits sold and monies received. Furnishes and explains rules and regulations pertaining to the user fee program to lake visitors. Checks to ensure that areas are adequately maintained and used in accordance with regulations. Promptly reports acts of non-compliance and other problem areas to the supervisor or higher-graded employee.
3. Assists with various phases of programs implementation, i.e., shoreline, wildlife, forestry, fishery, and environmental management programs, and the recreation program.
4. Performs assigned phases of interpretive work, compiles statistics and information; gives talks; makes audio-visual presentations; contributes to the development of brochures, displays, etc. Advises the public of the opportunities and resources available at the project and encourages visitor participation in activities available at the lake. Interprets the scenic, natural, and cultural features at the project to enhance the understanding, appreciation, and enjoyment of visitors. Stresses the idea that conservation of lake resources depends on lake visitors.

WORKING CONDITIONS: Work involves a mixture of indoor and outdoor activities, including exposure to inclement weather.

WORK SCHEDULES: Subject to organizational needs and resources, students may work full-time or part-time; however, the student's work schedule must not interfere with the student's academic schedule/progress. Some positions may allow alternating semesters of full-time study with periods of full-time work.

QUALIFICATIONS REQUIREMENTS:

1. Student Status Requirements:

- a) A student enrolled or accepted for enrollment as a degree-seeking student (diploma, certificate, degree, etc.)
- b) At least the minimum age required by Federal, state or local laws and standards governing the employment of minors.
- c) Taking at least half-time academic course load in an accredited school

2. Minimum Level of Education and/or Experience

Completion of one year of post high school study.

3. Citizenship Requirements: Must be a US citizen.

4. Employment of Relatives: In accordance with 5 CFR part 310, a student may work in the same agency with a relative when there is no direct reporting and the relative is not in a position to influence or control the student's appointment within the agency.

5. Other Requirements

- Personnel security investigation required.
- License/Certification: Valid State Drivers License
- One year trial/probationary period may be required.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is required.
- Pre-employment medical exam and drug test required.

BENEFITS: Students in this position are eligible for holiday pay as well as to earn sick and annual leave, but are not eligible for health benefits, retirement, or life insurance.

WHERE AND HOW TO APPLY:

U.S. ARMY CORPS OF ENGINEERS
ATTN: CP/Jennifer Haggett (09-02 STEP Park Ranger)
69 Darlington Avenue
Wilmington, NC 28403

Submit the following items to be considered for the position:

1. Résumé
2. Transcript-May be an unofficial copy; If hired, will be required to submit official transcript. (if in the first semester/quarter of college/technical school, submit high school transcript)
3. Request for Verification of Student's status form * (the school registrar or career center coordinator must complete)
4. Class/Work Schedule Form *

5. DD-214, Discharge Certificate (if a veteran)
6. Declaration for Federal Employment, OF 306 *
7. Copy of valid driver's license-front and back
8. Employment Consideration Form*

* may be obtained from <http://www.saw.usace.army.mil/CPAC/index.htm>

INCOMPLETE APPLICATIONS MAY AFFECT ELIGIBILITY TO BE REFERED

NOTE: If selected, candidate will be required to complete Employment Verification Form in accordance with PL 99-603, which requires employers to hire only individuals who are eligible to work in the United States.

ALL CANDIDATES WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, CREED, COLOR, NATIONAL ORIGIN, SEX, AGE, RELIGION, POLITICAL, AFFILIATION OR ANY OTHER NON-MERIT FACTOR.