

# Announcement Text

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**Job Title**

SOCIAL WORKER

**Job Announcement Number**

DE-10865646-20-AMO

**Series & Grade**

GS-0185-11

**Promotion Potential**

11

**Open Period**

07/18/2020 to 07/24/2020

**Service Type**

Competitive

**Salary Range**

\$68,182.00 to \$88,636.00 Per Year

**Appointment Type**

Permanent

**Work Schedule**

Full-Time

**Security Clearance**

Confidential

**Position Sensitivity and Risk**

None

**Department**

Department of the Navy

**Agency**

Commander, Navy Installations

**Hiring Organization**

N/A

**Application Count**

N/A

**Duty Locations**

Key West, Florida

**Hiring Paths**

The public; U.S. CITIZENS

**Travel Required**

Yes: You may be expected to travel for this position.

**Relocation Authorized**

Yes: Relocation expenses (i.e. PCS) or relocation incentives as described in 5 USC 5753 may be authorized in accordance with applicable travel regulations.

**Telework Eligible**

Yes

**Supervisory Status**

No

**Drug Test Required**

No

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**Marketing Message**

The Navy and Marine Corps team offers innovative, exciting and meaningful work linking military and civilian talents to achieve our mission and safeguard our freedoms. Department of the Navy provides competitive salaries, comprehensive benefits, and extensive professional development and training. From pipefitters to accountants, scientists to engineers, doctors to nurses-the careers and opportunities to make a difference are endless.

Civilian careers-where purpose and patriotism unite!

**Marketing Link**

<http://www.secnave.navy.mil/donhr/Pages/Default.aspx>

**Marketing Video Link**

N/A

**Benefits Link**

<http://www.secnave.navy.mil/donhr/Benefits/Pages/Default.aspx>

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**Summary**

This is a public notice flyer to notify interested applicants of anticipated vacancies. Applications will not be accepted through this flyer. Interested applicants must follow the directions in the "How to Apply" section of this flyer to be considered. There may or may not be actual vacancies filled from this flyer. Notice of Result letters will not be sent to applicants who respond to this flyer.

**Responsibilities**

You will treat and provide intervention for victims of abuse, neglect, sexual assault, or rape.

You will coordinate ongoing case management services to assess service and family member needs, confirm follow-through with treatment recommendations, or to provide additional resource referrals.

You will assess mental disorders to provide treatment in accordance with the Diagnostic and Statistical Manual (DSM).

You will collaborate with legal, medical, or social services personnel to assist in the treatment of child or spouse abuse.

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**Conditions of Employment**

Must be a US Citizen.

Must be determined suitable for federal employment.

Must participate in the direct deposit pay program.

New employees to the Department of the Navy will be required to successfully pass the E-Verify employment verification check. To learn more about E-Verify, including your rights and responsibilities, visit [e-verify.gov](http://e-verify.gov)

Within the Department of Defense (DoD), the appointment of retired military members within 180 days immediately following retirement date to a civilian position is subject to the provisions of 5 United States Code 3326.

Males born after 12-31-59 must be registered for Selective Service.

You will be required to obtain and maintain an interim and/or final security clearance prior to entrance on duty. Failure to obtain and maintain the required level of clearance may result in the withdrawal of a job offer or removal.

You will be required to complete training, obtain, and maintain a government credit card for travel and travel-related purchases.

This position may require travel from normal duty station to CONUS and OCONUS and may include remote or isolated sites. You must be able to travel on military and commercial aircraft for extended periods of time.

Applicants must complete Questionnaire for Public Trust Positions, SF-85P.

## Qualifications

In order to qualify for this position, your resume must provide sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the specific position for which you are being considered. Your resume is the key means we have for evaluating your skills, knowledge, and abilities as they relate to this position. Therefore, we encourage you to be clear and specific when describing your experience.

Note: You must attach a copy of your transcripts to your application in order to be considered for the position.

Applicants must meet the following Basic Requirements of the Office of Personnel Management (OPM) Qualifications Standards Manual:

Applicants must possess a Master's Degree in social work which fulfill all of the requirements for the master's degree in social work in a school accredited by the Council on Social Work Education.

In addition to the Basic Requirements for this position, your resume must also demonstrate at least one year of specialized experience at or equivalent to the GS-09 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: 1) Identifying personal and social problems to independently reach accurate conclusions and to provide appropriate solutions; 2) Clinically responding to the needs of clients in crisis and abuse situations. 3) Documenting psycho-social assessments, treatment plans, and case review committee reports; 4) Providing individual, marital, and family counseling regarding a myriad of issues.

OR a Ph.D. or equivalent doctoral degree in a field that demonstrates the knowledge, skills, and abilities to do the work of this position;

OR 3 full years of progressively higher level graduate education leading to such a degree in a field that demonstrates the knowledge, skills, and abilities to do the work of this position;

OR a combination of experience and education as described above that equates to one year of experience. The percentage of the required education plus the percentage of the required experience equal one hundred percent..

Additional qualification information can be found from the following Office of Personnel Management website:

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/#url=GS-PROF>.

and

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0100/social-work-series-0185/>

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (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.

This position has a **selective placement factor** that will be used to screen out ineligible candidates. The selective placement factor is: This position is a TIER TWO clinical care provider. Applicants must meet all of the following requirements as outlined in SECNAVINST 1754.7A:

1. State or U.S. territory license or certification that provides legal authority to provide clinical services as an independent practitioner.  
2. When the state or U.S. territory licensing or certification requirements include a written examination, candidates for privileging, must have achieved a passing score on that examination.

3. Possess at least a master's degree in one of following clinical fields:

Social Work from a school accredited by Council on Social Work Education (CSWE) or an equivalent degree

and

Have engaged in 2 years, that includes at least 2,000 hours, full-time, post-masters supervised clinical experience.

**Degree audits are not acceptable.**

## Education

If you are using education to meet all or part of the qualification requirements, you must submit a copy of your transcripts or an itemized list of college courses which includes equivalent information from the transcript (course title, semester/quarter hours, and grade/degree earned) in your resume. See OPM's General Policies for information on crediting education.

Education completed in foreign colleges or universities may be used to meet the qualification requirements if the applicant can provide documentation indicating that the foreign education is comparable to that received in an accredited educational institution in the United States. It is the responsibility of the applicant to provide such evidence when applying for further information, visit: <http://www.ed.gov/about/offices/list/ous/international/usnei/us/edlite-visitus-forrecog.html>.

See the Office of Personnel Management's [General Policies](#) for information on crediting education.

**Degree audits are not acceptable.**

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## Other Information

This position is covered by the Department of Defense Priority Placement Program.

This announcement uses the Defense Industrial Base, Major Range and Test Facilities direct hire authority to recruit and appoint qualified candidates to certain positions in the competitive service

Several vacancies may be filled.

Recruitment incentives may be authorized to eligible new hires.

A relocation incentive is generally a single payment intended to offset some of the relocation costs experienced by the selectee. A relocation incentive may be authorized.

This position is eligible for part time, full time or ad-hoc telework at the discretion of management.

**Physical demands:** The work is primarily sedentary but may involve periods of high stress secondary to its varied and complex demands. The regular work performed involves sitting at a desk, sitting in meetings and conferences, and standing when providing training. Incumbent may be required to carry objects weighing up to twenty-five pounds such as a movie projector, files, books, reference material, etc.

**Work environment:** The normal work environment is adequately lighted and temperature controlled office setting or conference room. Work is performed under constant demands to meet deadlines for completion of tasks. Work also involves dealing with sensitive, controversial and emotional issues due to the nature of sexual and/or child abuse allegations, suicidal and homicidal ideations and other violent behavior.

Incumbent may be required to travel for up to two weeks for the purpose of attending or giving trainings.

Position is subject to the Health Practitioner Credential Review and Privileging requirements.

Candidate must successfully complete criminal history background check with no adverse information or feedback received.

A tentative offer of employment will be rescinded if the selectee fails to meet the pre-employment requirements, including failure to report to any of the scheduled appointments.

**Federal annuitant information:** The selection of an annuitant is subject to the Department of Defense and Department of the Navy policy on the employment of annuitants. Policy information may be found at: <http://www.secnaw.navy.mil/donhr/Documents/CivilianJobs/FedCivAnnuitants.pdf>.

**Military Spouse Preference** applicants will receive priority consideration at the Full Performance Level (FPL) and if determined to be Best Qualified at the FPL, and selected, must be placed at the FPL. A BQ military spouse possesses knowledge, skills, abilities, and competencies comparable to others who meet the competitive referral criteria for the specific position.

## How You Will Be Evaluated

In order to qualify for this position, your resume must provide sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the specific position for which you are being considered. Your resume is the key means we have for evaluating your skills, knowledge, and abilities as they relate to this position. Therefore, we encourage you to be clear and specific when describing your experience.

As vacancies occur, the Human Resources Office will review your resume to ensure you meet the hiring eligibility and qualification requirements listed in this flyer. You will be rated based on the information provided in your resume, along with your supporting documentation.

If selected, you may be required to provide additional supporting documentation.

If after reviewing your resume and supporting documentation, a determination is made that you inflated your qualifications and/or experience, you may be found ineligible/not qualified.

Please follow all instructions carefully. Errors or omissions may affect your rating or consideration for employment.

All qualification requirements must be met before being considered for any vacancies.

## Required Documents

**A complete resume is required.** Your resume must show relevant experience, job title, duties and accomplishments. Your resume must show complete information for each job entry to support minimum qualifications. The following information should be provided in your resume, but it is acceptable to provide elsewhere in your application package: employer's name, starting and end dates (Mo/Yr), hours per week, and pay

plan, series and grade level (e.g. GS-0201-09) for relevant federal experience. TIP: A good way to ensure you include all essential information is to use the Resume Builder in USAJOBS to create your resume.

**Are you claiming membership in any professional organizations, or possession of a license, certificate or credentials?** Check the **Conditions of Employment** section above to see if any are required. If you claim membership, license, certification, or credentials, you must submit a copy of said document in your application package.

**Are you using education as a substitute for some or all of the experience requirement? Is there a basic education requirement for this position?** Check the **Education** section above to see what is allowed and what is required. Any claims you make in your resume or assessment questionnaire regarding education or degrees MUST be supported by official or unofficial transcripts or a list of courses, grades earned, completion dates, and quarter and semester hours earned issued from your school. While unofficial transcripts are acceptable for initial application, an official transcript will ultimately be required if you are selected for the position. You may submit a copy your degree(s) if specific coursework does not have to be verified.

**Are you a veteran claiming 5-point veterans' preference or claiming sole survivorship preference?** You must submit a copy of your latest DD-214 Certificate of Release or Discharge from Active Duty (any copy that shows all dates of service, as well as character of service [Honorable, General, etc.] is acceptable) OR a VA letter that shows dates of service or service connected disability AND character of service. If you have more than one DD-214 for multiple periods of active duty service, submit a copy for each period of service. If you were issued a DD-215 to amend aforementioned information on the DD-214 you must submit that too. If you are not sure of your preference eligibility, visit the Department of Labor's website: [Veterans' Preference Advisor](#)

**Are you a disabled veteran or claiming 10-point veterans' preference?**

If you are eligible to claim 10 point veterans preference you must submit a DD-214 Certificate of Release or Discharge from Active Duty as described above for 5-point preference.

You must also provide the applicable supporting documentation of your disability (e.g. disability letter from the VA) as described on Standard Form-15 (SF-15): [http://www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf).

**Are you an active duty service member?** Active Duty Service Members are required to submit a statement of service printed on command letterhead and signed by the command. The statement of service must provide the branch of service, rate/rank, all dates of service, the expected date of discharge and anticipated character of service (Honorable, General, etc.).

Documents submitted as part of the application package, to include supplemental documents, may be shared beyond the Human Resources Office. Some supplemental documents contain personal information such as SSN and DOB and some documents such as military orders and marriage certificates may contain personal information for someone other than you. You may sanitize these documents to remove said personal information before you submit your application. You must provide an un-sanitized version of the documents if you are selected.

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## How To Apply

Key West is a truly unique tourist destination that many refer to as "The American Caribbean". As is typical of any resort community, Key West has a high cost of living relative to the mainland, and a notable lack of affordable housing.

For example: a 1-bedroom, 1-bath rental unit averages from \$1,500 to \$2,000 depending on location and condition, and typically measures between 500 and 600 square feet.

A 2-bedroom, 2-bath rental unit generally rents from \$2,000 to \$3,000, again depending on location and condition, and measures between 600 and 1,000 square feet.

A single room in a house can rent anywhere from \$1,000 to \$1,200 a month.

NAS Key West does provide a limited number of government quarters to DoD civilian employees at fairly reasonable rental rates ranging from \$1,500 to \$2,500 per month depending on size of unit, number of bedrooms, and grade of employee. A security deposit equal to one month's rent is required. Basic utilities are included in the rental costs; however, cable, internet, and telephone are not.

For additional information, you may contact the NAS Key West Housing Office at (305) 293-4422/4466. The current wait list for housing averages 3 to 6 months once an application is accepted.

Interested Applicants must submit resumes/application packages to:

[cnrse\\_kw\\_recruit.fct@navy.mil](mailto:cnrse_kw_recruit.fct@navy.mil)

Applicants MUST include the Announcement number (DE-10865646-20-AMO) in the subject of the application email.

Facsimile applications will not be considered.

All resumes/applications must be received no later than the close date of this flyer.

It is the applicant's responsibility to verify that all information in their resume and documents, are received, legible, and accurate. HR will not modify answers/documents submitted by an applicant.

Failure to submit a complete application package will result in an ineligible rating and loss of consideration.

## Next Steps

Qualified applicants will be referred to the hiring manager. The selecting official may choose to conduct interviews.

Our evaluation will be based on the information you provide. You should expect that we will verify performance, suitability, and security information and take that information into account in making employment offers.

NOTE: Due to COVID19, if you have any questions or need assistance, please email the DON Employment Information Center at [DONEIC@navy.mil](mailto:DONEIC@navy.mil)

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**Agency Information**

NAS KEY WEST  
Bldg A-711 Suite 105  
PO Box 9028  
Key West, FL 33040

**Questions about this job**

Annette Woodward  
Phone: 904-542-6148

**Release URL**

<https://www.usajobs.gov/GetJob/ViewDetails/573826300>