



Job Title: Credit Union Examiner (Regional Information Systems Officer)

Agency: National Credit Union Administration

Sub Agency: National Credit Union Administration

Job Announcement Number: [RII-12-DEU-238MB](#)

SALARY RANGE: \$67,174.00 to \$111,956.00 / Per Year

OPEN PERIOD: Tuesday, January 31, 2012 to Tuesday, February 14, 2012

SERIES & GRADE: CU-0580-13

POSITION INFORMATION: Career/Career-Conditional - Permanent

PROMOTION POTENTIAL: 13

DUTY LOCATIONS: 1 vacancy(s) in the following locations:
Location Negotiable After Selection, United States

WHO MAY BE CONSIDERED: All U.S. Citizens

CONSIDERED: This position is also being advertised under vacancy announcement RII-12-MP-398MB for all current and former federal employees with competitive status, reinstatement eligibles, Interagency Career Transition Assistance Program (ICTAP) eligibles, Veterans (VEOA and 30% Disabled), and special non-competitive appointment eligibles (e.g., Persons with Disabilities, Certain Military Spouses, Peace Corps and Vista Volunteers, etc.).

JOB SUMMARY:

Invest in your nation's future, make a difference in your community...gain from the experience. At the National Credit Union Administration (NCUA) you're not just a number, working to make quotas or improve the bottom line, you have the opportunity to make a difference. NCUA is the federal agency that charters and supervises federal credit unions and insures savings in federal and most state-chartered credit unions across the country through the National Credit Union Share Insurance Fund (NCUSIF), a federal fund backed by the full faith and credit of the United States Government.

This position is located at the National Credit Union Administration (NCUA), Region II.

This position is in a bargaining unit.

KEY REQUIREMENTS

- You must be a U.S. Citizen.
- One year probationary period is required.
- Suitable adjudication of a background/security investigation is required.
- Some travel required.

DUTIES:

DUTY STATION STATEMENT: One vacancy to be filled in either **Newark, NJ; Philadelphia, PA; Baltimore, MD; or Alexandria, VA**

Relocation expenses will be paid by the agency for permanent NCUA employees eligible for promotion only.

You will be responsible for identifying potential risks and emerging issues in Information Systems and Technology (IS&T) activities, such as risk management, logical and physical access controls, internal controls, operational controls, network infrastructure security, telecommunication security, application security, member data integrity, confidentiality and availability, business continuity planning and security response, and vendor oversight; and recommending appropriate solutions to resolve security issues. You will direct, coordinate, and conduct onsite IS&T examinations of the most complex credit unions, or credit unions with severe security issues within own region and nationally; develop, support, implement and monitor IS&T examination activities as they relate to credit unions and provide technical support to the region on IS&T related matters; serve as the region's technical expert for IS&T examination issues and provide timely input on IS&T regulatory issues; advise regional management and staff on current and future technology trends relating to IS&T, including Electronic Financial Services (EFS); and represent the region at meetings and conferences involving IS related issues.

QUALIFICATIONS REQUIRED:

You must have one full year of specialized experience equivalent to the next lower grade level in the federal service. Specialized experience is experience that has equipped you with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.

To qualify at the CU-13 level, you must have one full year of specialized experience at the CU/GS-12 level in the Federal service. You must show in your resume experience in auditing, assessing, developing, or overseeing financial electronic services and information systems in credit unions or financial institutions, including network architecture, components and configurations; developing, managing, or examining IS operational controls, logical controls, and physical security controls; recommending appropriate solutions; and communicating complex and technological information effectively both orally and in writing.

You can not qualify for this position based on education.

You must have the specialized experience as outlined under the "Qualifications" section.

You must meet the qualifications requirements of this position no later than the closing date of this vacancy announcement.

KNOWLEDGE, SKILLS AND ABILITIES (KSAs): Your qualifications will be evaluated on the basis of your level of knowledge, skills, abilities and/or competencies in the following areas:

1. Detailed expert knowledge of the examination or audit of credit union operations and/or the practices of financial services entities, including the examination of IS operational controls, logical and physical security controls, and management oversight.
2. Detailed expert knowledge of current and developing IS technologies including hardware, software, networks, interfaces, internet, intranet, etc.
3. Ability to research IS industry trends and products to remain abreast of state of the art technology and maintain current IS knowledge.
4. Ability to communicate effectively, both orally and in writing, with agency staff, credit union officials, credit union associations, and the general public.
5. Ability to develop and present complex technical IS&T information in a manner that is understandable to both technical and non-technical audiences.
6. Ability to assess IS network architecture, components, and configurations to identify deficiencies and recommend enhancements based on best practices.

HOW YOU WILL BE EVALUATED:

Your application package will be reviewed for completeness (resume, completed assessment questionnaire, and supporting documentation). You will not be considered if you fail to submit all the required documents as outlined in this vacancy announcement.

If you meet the qualification requirements, your application will be placed in one of three categories: **Best Qualified, Better Qualified, or Qualified**. Within these categories, applicants eligible for veteran's preference will receive selection priority over non-veterans.

Do not overstate or understate your level of experience and capability. You should be aware that your ratings are subject to evaluation and verification.

To preview questions please [click here](#).

BENEFITS:

NCUA participates in all Federal Benefits programs including but not limited to: ***Leave, Health Benefits, Life Insurance, Retirement Benefits, Long Term Care and Flexible Spending Account.***

OTHER INFORMATION:

Salary: Pay will be set using NCUA's Compensation policy. The salary range shown is NCUA's National Pay Rate (NPR). The NPR will increase by the geographic rate for the assigned duty location.

NCUA IS A COMPETITIVE SERVICE AGENCY.

HOW TO APPLY:

YOUR APPLICATION MUST BE RECEIVED BY 11:59:59 P.M. EST ON THE CLOSING DATE OF THIS ANNOUNCEMENT.

To apply for this position, click the "Apply Online" button and follow the prompts to create or log in to your USAJOBS account:

1. Submit your resume.
2. Complete the online questionnaire (See "Qualifications and Evaluations" tab).
3. Submit all required documents (see "Required Documents" section).

YOUR RESUME MUST provide specific details as to how your experience meets the specialized experience. Failure to provide details will result in an ineligible rating.

YOUR RESUME MUST support your responses to the online questionnaire. Failure to provide support may result in a lower or ineligible rating.

Requests for extensions will not be granted. If applying online poses a hardship or you encounter problems related to our hiring system, please contact the National Credit Union Administration's Human Resources Office at 703-518-6510 during business hours (7:00 a.m. to 5:00 p.m. EST) to speak with an HR representative who can provide assistance for online applications.

If this vacancy closes today and you are encountering system problems, please fax (703-519-4020) or email (hire@ncua.gov) a complete application package, which includes:

- (1) your resume,
 - (2) your responses to the occupational questionnaire
 - (3) any required documents, and
 - (4) an explanation, with screen prints, of the error that you encountered while trying to apply on-line.
- You will not be considered for this position if you fail to submit all of the above documents. Please put your name and the vacancy number on all documents.

REQUIRED DOCUMENTS:

PLEASE REVIEW THE REQUIRED DOCUMENTS SECTION CAREFULLY AND FOLLOW THESE DIRECTIONS TO ENSURE YOUR APPLICATION IS COMPLETE. PLEASE NOTE:

1. After you have answered the online questionnaire, you will be prompted to submit required documents.
2. You have three options for submitting your documentation: you can upload documents from your USAJOBS account; upload documents from your personal computer; or fax documents. Please follow the system prompts to submit your documents.
3. Not all documents will apply to you and you only need to submit those that are applicable to your situation.
4. Each document type must be uploaded separately.

All required documents must be received by 11:59:59 PM EST on the closing date of the announcement.

REQUIRED DOCUMENTS FOR THIS ANNOUNCEMENT:

(1) VETERANS' PREFERENCE DOCUMENTS (if claiming veteran's preference):

- For 5-Point Preference: DD 214 (Member 4 Copy) or if you are currently active duty: an official statement of service from your command.
- For 10-Point Preference: DD-214 (Member 4 Copy), VA letter and [SF-15](#) for 10-Point preference.

(2) ICTAP/CTAP: Federal employees seeking CTAP/ICTAP eligibility must submit proof of their eligibility:

- Copy of agency notice;
- Most recent performance rating; and
- SF-50 noting current position, grade level and duty location.

To be well-qualified and exercise selection priority for this vacancy, displaced Federal employees must receive an 85 or above on the rating criteria for this position. For additional information, click [CTAP](#).

AGENCY CONTACT INFO:

Lisa Bazemore

Phone: 703-518-6578

Fax: 000-000-0000

Email: mbazemore@ncua.gov

Agency Information:

National Credit Union Administration

1775 Duke Street

Floor 3

OHR: Division of Staffing, Classification and Pay

Alexandria, VA

22314

US

Fax: 000-000-0000

WHAT TO EXPECT NEXT:

You will receive an email that your resume has been received from the USAJOBS website. You can check the status of your application by logging back into your USAJOBS account.