



**Job Title:**Credit Union Examiner

**Agency:**National Credit Union Administration

**Job Announcement Number:**RV-14-DEU-1002645

**SALARY RANGE:** \$40,154.00 to \$105,716.00 / Per Year

**OPEN PERIOD:** Tuesday, November 26, 2013 to Wednesday, December 11, 2013

**SERIES & GRADE:** CU-0580-07/11

**POSITION** Full Time - Permanent

**INFORMATION:**

**PROMOTION POTENTIAL:** 12

**DUTY** 2 vacancies in the following location:

**LOCATIONS:** Portland, OR [View Map](#)

**WHO MAY**

**APPLY:**

All U.S. Citizens. This position is also being advertised under vacancy announcement RV-14-MP-1002809 for current and former federal employees with competitive status, reinstatement eligibles, Interagency Career Transition Assistance Program (ICTAP) eligibles, Veterans (VEOA, VRA and 30% Disabled), and special non-competitive appointment eligibles (e.g., Persons with Disabilities, Certain Military Spouses, Peace Corps and Vista Volunteers, etc.).

**SECURITY**

Public Trust - Background Investigation

**CLEARANCE:**

**SUPERVISORY**

No

**STATUS:**

**For more information or to apply, go to: <https://www.usajobs.gov/GetJob/ViewDetails/356174400>**

**JOB SUMMARY:**

NCUA has been selected as one of "The Best Places to Work in the Federal Government", ranking 6th when compared to 22 other similarly sized organizations! Particularly noteworthy, NCUA excelled in the areas of employee satisfaction, effective leadership, diversity, fairness, and employee empowerment. Apply now to become part of one of the Federal Government's "Best Places to Work".

*The ideal candidate for this position would have a degree in accounting, business, or finance; skilled in using information systems and technology; skilled in preparing written communications; and have good interpersonal skills.*

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 receives on-the-job training as a field examiner. The training assignments prepare you to manage, supervise and conduct examinations for a district of federal and federally-insured state credit unions.

This vacancy announcement will be open from Tuesday, November 26, 2013 to Wednesday, December 11, 2013 or when 75 applications have been received. The vacancy will close on whichever day the first of these conditions are met. If the application limit is reached on the same day the announcement opened, the open and close date will be the same. Any required documents must be submitted at the time that you apply as documents will not be accepted after the vacancy closes.

**TRAVEL REQUIRED**

- 50% or Greater
- Position requires travel more than 50% of the time.

**RELOCATION AUTHORIZED**

- No

**KEY REQUIREMENTS**

- You must be a U.S. Citizen.
- Relocation expenses are not authorized.
- A probationary period may be required.

- Mobility Agreement is required.

#### **DUTIES:**

Serves in a developmental position with assignments/training directed toward providing the capability of eventually performing the full scope of Credit Union Examiner duties. Works under a close supervision of a Supervisory Examiner who oversees on-the-job training, furnishes advice and is available for consultation. On the job training and duties include:

- Overview of basic examination work methods, techniques, procedures, financial principles and operating practices;
- Reads assignments pertaining to the laws, regulations, policies and directives which govern the operation of federal and federally insured credit unions;
- Plans, conducts, and completes examinations of federally chartered and federally insured credit unions;
- Obtains and protects confidential credit union data; and,
- Analyzes credit union data prior to examination to identify areas of examination concentration and the persistency of previous problems.

#### **QUALIFICATIONS REQUIRED:**

##### **MINIMUM QUALIFICATIONS**

**To qualify for the Grade 7, an applicant must have one of the following:**

A. EXPERIENCE: One full year of specialized experience equivalent to CU/GS-05 level that has equipped the applicant with the competencies (knowledge, skills, abilities) to perform credit union examining work. This experience must have included preparing or analyzing financial statements and posting and/or balancing general ledger accounts in accordance with Generally Accepted Accounting Principles (GAAP) and auditing work involved with examination and appraisal of financial records or statements for completeness and internal accuracy in accordance with Generally Accepted Auditing Standards. OR

B. EDUCATION (Superior Academic Achievement): Completion of a full 4-year course of study leading to a bachelor's degree or higher degree in Economics, Accounting, Business, Business Administration, Finance, Marketing, or other directly related business field. This education must have included 6 Semester Hours of course work in Accounting (or equivalent courses) and 3 Semester Hours of course work in Introductory Auditing\* (or an equivalent course) for a total of 9 Semester Hours that provided instruction in the following: A. Basic accounting concepts and theories and the essentials of the accounting process (i.e., income determination and financial position; a fundamental understanding of the general ledger and subsidiary ledgers; evaluation of adjusting, closing, and correcting entries; analysis of financial statements and bank statement reconciliation; understanding of accrual and cash methods; awareness of Generally Accepted Accounting Principles); AND B. External financial reporting with emphasis on balance sheet valuations and their relationship to income determination; AND C. Principles of finance and their application to typical financial problems of business enterprises such as the measurement and disclosure problem associated with cash, receivables, fixed assets, and intangibles. Special emphasis on financial analysis, management of working capital, cost of capital, capital budgeting, long-term financing, dividend policy, and internal financing; AND D. Fundamental auditing concepts, such as, internal controls, separation of duties, independence of judgment, and verification of accounts; awareness of Generally Accepted Auditing Standards. In addition to the above degree/course work requirement, you must also meet ONE of the definitions of Superior Academic Achievement located at the following link (see section 4 f.): <http://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-policies/#url=e4> OR

C. EDUCATION (Graduate-level): One full year (18 semester hours or 27 quarter hours or the number of units the school you attended considers equal to one full year) of graduate education in an accredited college or university in accounting, business, business administration (MBA), finance, marketing, economics or other directly related field. This education must have included or been supplemented by 6 Semester Hours in Accounting (or equivalent courses) and three hours in Introductory Auditing (or equivalent course) for a total 9 Semester Hours. These courses may have been at the graduate or undergraduate level and must have included coursework that provided instruction as indicated in "d" above. OR

D. COMBINATION: A combination of education and experience described in "A" and "C" above. To combine education and experience, first take the number of semester hours or equivalent earned towards a graduate degree and divide by 18 semester hours or equivalent. Then take the number of months of full-time experience and divide by 12 months. Add the percentages together. The total must equal at least 100 percent to qualify.

#### **AGENCY CONTACT INFO:**

*Stanley W. Shrader*

*Phone: (703)518-1589*

*Email: SSHRADER@NCUA.GOV*

*Agency Information:*

*National Credit Union Administration*

*1775 Duke Street, Third Floor*

*Alexandria, VA 22314*