

POSITION: Laundry Worker, WG-7304-2**TYPE OF APPOINTMENT:** Permanent**NUMBER OF VACANCIES:** 1 Full-time Position**POSITION DESCRIPTION:** 5920A**SALARY RANGE:** \$11.49 to \$13.41 per hour**NOTE 1:** Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion**NOTE 2:** This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.**NOTE 3:** A pre-employment physical examination may be required for the successful applicant.**NOTE 4:** This is a Bargaining Unit position.**TOUR OF DUTY:** This position is dayshift, M-F. The work conditions may require a change of duty.**LOCATION:** This position is located in the Facilities Maintenance Division, Vancouver WA Division, however, it may be necessary to utilize the selected person's services at a different Medical Center location if conditions require it in the future.**AREA OF CONSIDERATION:** Consideration will be given to career or career conditional employees and permanent Title 38 employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are employees of the Willamette National Cemetery, Regional Office and Veterans Outreach Center.**Employees who have received "Directed Reassignments" will be given priority consideration for any reassignment opportunity for which the employee has applied and meets the minimum qualification requirements. Such employees must include a copy of their "Directed Reassignment" letter with their application package.****Displaced/Surplus Federal Employees:** Employees covered under the provision of the inter-agency Career Transition Plan (ICTAP) and Career Transition assistance Plan (CTAP) (displaced VA Employees) eligibles will be given priority consideration for vacancies within the **local commuting area** for which they are well qualified. Applicants requesting this consideration must attach appropriate proof of the ICTAP eligibility with their application.**DUTIES:** The complete description may be reviewed in the Human Resources Management Division. The following duties and responsibilities are taken from the position description and are considered to be a brief extract. The incumbent feeds linens to the flatwork ironer, stacks finished flatwork, folds rough dry laundry, checks items for rewash or repair, prepares linens for shipping, checks patient's personal laundry, sorts soiled linen, weighs cart/racks with soiled linen, and assists in the loading of washers/extractors and drying tumblers. Employee is required to bend, push, and otherwise manipulate linen baskets/racks that weigh up to 100 lbs. Heat and humidity are above normal on occasion.**GENERAL REQUIREMENTS:****Eligibility:** U.S. Office of Personnel Management Qualifications Standards for WG-7304 series applies and may be reviewed in the Human Resources Management Division office. There is no specific amount of experience and/or training required, but candidates must demonstrate via their experience or combination of experience/training that they possess the knowledge, skills, and abilities required for the position (see Rating Factors below).**Rating Factors:** *On a separate sheet of paper, provide a written, detailed response to each of the RATING FACTORS. Failure to respond to rating factors will result in applicant not being referred for the position:* 1. Ability to do the work of the position without more than normal supervision (screen-out element). 2. Work practices (keeping work areas clean and in order). 3. Ability to interpret instructions. 4. Knowledge of materials (i.e. fabrics). 5. Dexterity and safety (i.e., following safe practices and avoiding accidents).**Well Qualified (CTAP/ICTAP):** A well-qualified candidate is defined as one who meets the qualification and eligibility requirements for the position, including all educational/experience and selective factors (when applicable), and is able to satisfactorily perform the duties of the position upon entry.**EQUAL EMPLOYMENT OPPORTUNITY:** All qualified applicants will receive equal consideration without regard to race, religion, color, national origin, sex, politics, marital status, non-disqualifying physical or mental handicap, age or membership or non-membership in a labor organization.**HOW TO APPLY:** In order to be considered for this vacancy, interested employees must complete and submit VA Form 5-4078, Application for Promotion or Reassignment, to be received in Human Resources Management Division (P4HRMS) no later than 4:30 p.m. on the closing date of this announcement. Applicants must submit VA Form 5-4676a, "Employee Supplemental Qualifications Statement" no later than (7) calendar day after the closing date of the position. VA Form 5-4676b, Supervisory Appraisal of Employee for Promotion, will be furnished to the employee for completion by supervisory officials also due 7 calendar days after the closing date. These forms are available in Human Resources Management Division and on the internal Human Resources website.**HOW TO OBTAIN FORMS:****In Portland**VA Medical Center, Human Resources Management Division
3710 SW US Veterans Hospital Road, (Bldg. 100, Room 6C-12)
Portland, OR 97239. Phone # (503) 273-5236**If Mailing:**VA Medical Center, Human Resources Management Division (P4HRMS)
P.O. Box 1034
Portland, OR 97207**Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications. Applications must be received in Human Resources Management Division in the Portland office as listed above, no later than 4:30 p.m. on the closing date of the vacancy announcement or postmarked on or before the closing date. Applications will not be returned to applicants. For additional information you may contact Personnel (503) 273-5236.**