

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Agricultural Marketing Service  
Dairy Program

1930-220<sup>th</sup> St. SE, Ste. 102  
Bothell, WA 98021  
Phone: (425) 487-6009  
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FEDERAL MILK ORDERS 124 & 131

4835 E. Cactus Rd., Ste. 365  
Scottsdale, AZ 85254  
Phone: (602) 547-2909  
Fax: (602) 547-2906

**RECRUITMENT ANNOUNCEMENT**

**Position Title, Series, & Grade:** Dairy Scientist (Chemist), MA-1321; MA 11-12 (This is not equivalent to GS pay schedule)

**Vacancy Number:** 17-01 (This vacancy may be used to fill multiple positions)

**Salary Range:** \$43,673 - \$63,381 (Includes locality adjustment) Salary commensurate with qualifications.

**Opening Date:** November 6, 2017

**Closing Date:** November 20, 2017

**Duty Location:** Bothell, Washington

**Area of Consideration:** Local commuting area and all Market Administrator Offices (No Relocation Expenses Paid)

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**Primary Duties of the Position:**

The incumbent in this position will assist in the laboratory testing efforts of the Federal Milk Market Administrator located in Bothell, Washington. This office verifies milk testing for payment of farmers in Federal Orders 124 and 131 (Pacific Northwest and Arizona Marketing Areas). Tests pertain primarily to fat, protein, lactose, and solids content of raw milk by infrared and wet chemical techniques. Analytical duties include mastery of all procedures related to the above as well as rigorous spreadsheet and graphical analysis of data. The candidate will be expected to interact with industry representatives via telephone and written correspondence. Special projects may include testing method improvement and detailed analysis of data in a database. Other duties include lab equipment maintenance, report generation, and daily sample management.

**Qualification Requirements:**

Applicants must have a bachelor's degree in a physical or life science with at least 15 semester hours in chemistry, microbiology, or dairy and food related sciences AND at least 6 semester hours of mathematics or physics.

Applicants who do not have a degree must have the appropriate semester or quarter hours as described above and experience that, when combined with the education, would equal a four-year course of study. The experience should have equipped the applicant with the necessary skills and knowledge to perform at the grade level to which appointed.

**The required amount of experience and education will not in itself be accepted as proof of qualification for the position. The candidate's record of experience must demonstrate that the candidate possesses the ability to perform the duties of the position. A copy of your college transcript is required.**

**Special Requirements:**

Must be a United States citizen.

Must undergo a medical examination.

**Evaluation Criteria:**

Candidates who meet the requirements described above will be evaluated on the following criteria:

- Ability to accurately perform a variety of wet chemical and instrumental methods related to determination of milk composition.
- Proficiency in Microsoft Word and Excel or similar computer software, including the ability to electronically analyze (i.e. knowledge of computer spreadsheet/plotting/database applications, and statistics) and interpret data and draw appropriate conclusions.
- Knowledge of laboratory safety, chemical hygiene, good laboratory practices, and maintenance of laboratory instruments and other mechanical devices.
- Ability to communicate in an effective and professional manner, both in written and oral presentation.
- Ability to work independently and as part of a team.

**Application Procedures:**

Complete applications must be received or postmarked by November 20, 2017. Applicants must submit copies of their unofficial college transcripts, a cover letter and detailed resume, which includes personal contact information, education history, work history, and military history. Please submit requested information by fax, mail, or email to the attention of Joanna Day, Federal Milk Market Administrator, 1930 - 220th Street S.E., Suite 102, Bothell, WA 98021, or fax 425-415-7140, or e-mail: [admindept@fmmseattle.com](mailto:admindept@fmmseattle.com).

To claim veterans' preference, veterans are required to provide a copy of their DD-214, Certificate of Release or Discharge from active Duty. Veterans with service-connected disability and others claiming 10-point preference are required to submit form SF-15, Application for 10-point Veterans' Preference. (Standard forms may be downloaded at OPM's website <http://www.opm.gov/forms/standard-forms/>. **These documents are required & must be submitted when applying for the position in order to receive veteran's preference consideration.**

**Failure to submit all required documents will result in elimination from consideration. All application material must be postmarked, faxed, or emailed by the closing date.**

**Federal Benefits:**

Eligibility for benefits depends on the type of appointment and work schedule. They include: retirement plan, health and life insurance, Thrift Savings Plan (Government 401(k) with matching contributions, holidays, vacation & sick leave. Optional programs include: dental and vision insurance, flexible spending accounts (health and dependent care), long term care insurance, telework eligible, and mass transit/van pool reimbursement.

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Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

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