

UNITED STATES DEPARTMENT OF AGRICULTURE
Animal and Plant Health Inspection Service
JOB ANNOUNCEMENT
Seasonal (Spring/Summer) Employment

POSITION: Plant Protection Aide/Technician
USDA PROGRAM: Plum Pox Virus Eradication Program

LOCATION(s): Locations in Rochester and Hudson Valley (Ulster Co.)
intending to hire up to 15 Plant Protection Aides / Technicians.

PHYSICAL DEMANDS OF POSITION: Position requires fast walking, bending, squatting, working outdoors in inclement weather, sitting in vehicles for extended periods of time, etc... for up to 10 hrs./day



MAIL ENTIRE APPLICATION PACKAGE TO: USDA, APHIS, PPQ, PPV
Attn: Stephen Kubber
421 Penbrooke Drive, Suite 14
Penfield, New York 14526

WHEN TO APPLY: Application Deadline is **March 16, 2018** (see second page for details)

REGULAR SEASON BEGINNING IN MAY/JUNE: Employment is for full time seasonal work starting approximately May 15, 2018 thru August/September 2018.

TYPE OF APPOINTMENT:
This is a "Limited Appointment" lasting up to 180 days.

WHAT ARE THE DUTIES?: Plant Protection Aide/Technician will assist in the Plum Pox Virus Eradication Program in the effort to survey residential properties for trees susceptible to the plum pox virus. Duties include, but are not limited to: Inspection and survey of properties (residential properties, businesses, farms, etc.); communicating our mission to homeowners in order to gain access to their property; proper identification of virus susceptible plants; maintenance of daily and weekly records of inspection work; proper collection of leaf samples for laboratory testing; proper use of maps in connection with survey activities.

WHO MAY APPLY: This announcement is open to all U. S. citizens.
SPECIAL CONDITIONS: Must have a valid driver's license
Males born after 12/31/59 must be registered with the selective service

BASIC QUALIFICATION REQUIREMENTS:

- The education requirement for this position is successful completion of a minimum of 8 semester hours in courses such as biology, plant pathology, entomology, environmental sciences, zoology, botany, forestry, chemistry, agriculture or physics.
- Knowledge of plant identification and plant pests associated with farming, gardening, and/or nurseries.
- Skill in gathering information and summarizing this information in written reports.
- Skill in verbal communication in order to exchange information, gain the cooperation of others.

WHAT MUST MY APPLICATION INCLUDE?

- 1.) **Job Application Cover Sheet** indicating your official transcript was ordered from the college/university (see page 2)
 - You are applying for position of "**Plant Protection Aide/Technician**"
- 2.) **Your Resumé should include:**
 - Name, Address, E-mail Address and Phone Number(s)
 - Documentation of Education - Begin with high school and list all institution names, dates of degree completion, and GPA's
 - **Work History - Describe all previous work applicable to this position. Include dates (mm/dd/yyyy), hours per week;**
 - **Work history is to quantify that experience as "Hours Worked Weekly" ("various" is not acceptable)**
 - If previously employed by the Federal Government, include the series and grade levels.
- 3.) **OF 306 Form** – form can be found at the following Website: <http://www.opm.gov/forms/html/of.asp>;
- 4.) An **OFFICIAL** copy of your **college transcripts** containing courses with grades and credits is required. The transcript(s) must be requested from your college and mailed directly to the office address located in this job announcement.

Note: **Entire Application Package** (including official transcripts) is due post marked by **March 16, 2018**

WHERE DO I GET MORE INFORMATION or Forms? Contact Stephen Kubber at 585-388-2703
(Stephen.a.kubber@aphis.usda.gov)

Please ensure that email addresses and cell phone numbers included on your application remain up to date and are checked regularly for new messages in order to be contacted regarding a job interview.

UNITED STATES DEPARTMENT OF AGRICULTURE
Animal and Plant Health Inspection Service
JOB ANNOUNCEMENT
Seasonal (Spring/Summer) Employment



U. S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
PLANT PROTECTION AND QUARANTINE



Application Cover Sheet

(Completion is required for your application to be considered)

Name: _____ Phone Number(s): _____

E-mail Address (Please Write Legibly): _____ Alternate: _____

Applying for:

Regular Summer Employment May 2018 through August/September 2018
(Deadline to apply for Summer Employment is March 16, 2018)

Certification regarding Application Materials:

Attached/enclosed are my completed Application Packet Documents: (*please do not send partial packets*)

1. **Job Application Cover Sheet-** (this sheet)
2. **OF-306** Form – completed, dated and signed original
3. **Resumé** – See page 1 for details
4. Verification: “I have ordered my **“OFFICIAL” college transcripts**”
(Official college transcript ordered on (date) _____ from the following college/university:
_____ to be mailed to the USDA Plum Pox Survey Office listed below)

Information Request:

Please indicate where you learned about this job (please be specific indicating name, location, date, etc.):

County Fair _____ Newspaper _____
Career Fair _____ College Career Services _____
Other (please specify) _____

Mailing Address: USDA, APHIS, PPQ, PPV
Attn. Stephen Kubber
421 Penbrooke Drive, Suite 14
Penfield, New York 14526

Contact for more information:
Stephen.A.Kubber@aphis.usda.gov
Desk: 585-388-2703