



## GSA Excepted Service (Public Notice Flyer)

### GS-15 Innovation Specialist

- **One vacancy in the following location: Washington, DC**
- **Work Schedule: Full Time**
- **Salary Range: \$128,082.00 to \$160,300.00 / Per Year**
- **Series & Grade: 0301-15**
- **Opening and Closing Period: Saturday, January 14 - Monday, January 16**
- **Who May Apply: All United States citizens and nationals (residents of American Samoa and Swains Island).**

### Summary

Do you have a passion for public service? The General Services Administration (GSA) is looking for you! GSA is a federal government agency whose mission is to bring the best value in real estate, acquisition, and technology services to the American people.

The Office of Executive Councils (MX), housed in the General Services Administration, is charged with developing innovative digital tools and services. This position resides in Performance Improvement Council (PIC) and is primarily responsible for helping Federal agencies improve the execution of information policy, including information security projects across the federal government and continuously monitor efficiency and effectiveness.

GSA has been repeatedly named as one of the 'Best Place to Work' in the Federal Government.

GSA offers its employees a wide range of benefits including: Federal health insurance plans (choose from a wide range of plans); Life insurance coverage with several options to choose from; Leave policies to help you take care of your personal, recreational and health care needs; Thrift Savings Plan (similar to a 401(k) plan); Flexible work schedules and telework; Transit and child care subsidies; and Training and development

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.

## Duties:

- Conceives and recommends projects or studies to advance the state of the art in the specialty area. Plans and conducts pioneering work in the specific area of expertise of outstanding scope, difficulty and complexity in unexplored or unpromising areas of investigation. Coordinates technical elements of the project with related activities of other government agencies, promoting mutual cooperation in areas which can be combined for more effective results. Develops authoritative papers and reports which state the agency's position and furthers the objectives of the project, publishing those which embrace new knowledge on subjects of far reaching interest.
- Reviews projects for technical feasibility and adherence with the organization's objectives and recommending actions on proposed contracts, in-house projects or other similarly broad strategic initiatives. Formulates effective strategies consistent with the business and competitive strategy of the organization in a global economy. Examines policy issues and strategic planning with a long term perspective. Determines objectives and sets priorities; anticipates potential threats or opportunities.
- Confers with key government and private officials and top experts in his/her field, representing GSA at technical symposia and conferences. Serves on agency, interagency, and technical society committees of national importance as a recognized authority in the specialty area. Monitors technical aspects of broad programmatic issues to ensure successful completion, recommending changes or solutions to problems or redirection of effort as required.
- Identifies, leads, and participates in national and/or international special projects or studies, work groups, task forces and panels, frequently focusing on unprecedented problems, policy making and shaping the future direction of agency programs. Uses technical leadership, outstanding creativity, and exceptional judgment to develop, define, and modifying research and/or programmatic objectives, devising innovative ways to solve problems of major importance to GSA. Takes a long-term view and acts as a catalyst for organizational change; builds a shared vision with others. Influences others to translate vision into action.
- Conceives, initiates, and monitors policies, programs, and projects dealing with the most challenging problems within the project and of national significance to GSA. Applies a wide range of qualitative and/or quantitative methods to assess and improve program effectiveness and/or complex management processes, projects and systems. Issues studied impact GSA, as well as the entire nation.

## Qualifications:

You must demonstrate at least one year of the defined specialized experience equivalent to the GS-15 level in Federal service. Specialized experience is:

- Demonstrated application of expert knowledge of the area of specialization, its governing laws, regulations, methodologies and/or policies to provide sound and

authoritative technical guidance on all issues related to the assigned project.  
AND

- Serving as a consultant to senior level management and providing expert advice to generate and develop new hypotheses and theories of program components to explore state-of-the art in efficiency and effectiveness of mission-critical programs; AND
- serving as a nationally recognized and respected authority on a diverse range of issues, as well as more widespread issues affecting an organization's substantive mission in which the expertise is often sought due to extensive knowledge and experience associated with the specific project AND
- developing new insights into situations and applies innovative solutions to make organizational improvements; AND
- creating a work environment that encourages creative thinking and innovation; designs and implements new or cutting-edge programs/processes AND
- keeping up-to-date with developments in the private sector; seeking out best practice and identifying and seizing opportunities that may involve risk taking; which may deviate from set precedence in past practices.

## Veteran's Preference

Veteran's preference consideration, if supported by appropriate documentation, is applicable. Qualified preference eligible are placed above non-preference eligible and considered before non-preference-eligibles.

Veterans [and applicants claiming veterans preference](#) must submit all required documents before the closing date/deadline to have a complete application: You must submit a copy of the applicable Certificate of Release or Discharge From Active Duty, DD-214 that shows the dates of applicable active duty service. If selected, a DD-214 showing the type of discharge (member 4 copy) will be required prior to appointment. If you are claiming 10 point preference or Derived Preference (a spouse, widow/widower, or parent of a deceased or disabled veteran), you must submit the following in addition to the DD-214: (1) completed [SF-15](#) form; and (2) proof of your entitlement. A list of documents which serve as acceptable proof of entitlement is indicated on the SF-15 form.

- Active Duty Military Personnel- Submit certification on a letterhead from the appropriate military branch that includes your rank, character of service (must be under honorable conditions) & military service dates including discharge/release date (must be no later than 120 days after the date the certification is submitted).

## Security Clearance

Conditions of Employment: Public Trust

### Instructions for Submitting Resumes:

All resumes must be submitted to Tony Butcher via email ([Tony.Butcher@gsa.gov](mailto:Tony.Butcher@gsa.gov)).

Please be sure to identify "GS-15 Innovation Specialist" in the subject line of the email.

## Contact

If you have any questions about this job opportunity, please email Tony Butcher ([Tony.Butcher@gsa.gov](mailto:Tony.Butcher@gsa.gov)) or (202) 273-3471

GSA is an equal opportunity employer. The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.