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**Job Title:**IT Specialist (Internet)

**Agency:**Consumer Financial Protection Bureau

**Job Announcement Number:**14-CFPB-475X

|  |  |
| --- | --- |
| **SALARY RANGE:** | $75,221.00 to $145,064.00 / Per Year |
| **OPEN PERIOD:** | Monday, June 23, 2014 to Thursday, July 31, 2014 |
| **SERIES & GRADE:** | CN-2210-52 |
| **POSITION INFORMATION:** | Excepted Service - Time-Limited Appointment - not-to-exceed 24 months; may be extended |
| **PROMOTION POTENTIAL:**  52 | |
| **DUTY LOCATIONS:** | MANY vacancies - Washington DC, DC [View Map](https://www.usajobs.gov/GetJob/ViewDetails/373404100) MANY vacancies - Location Negotiable After Selection, United States |
| **WHO MAY APPLY:** | **U.S. citizens**; no prior Federal experience is required. |
| **SECURITY CLEARANCE:** | Public Trust - Background Investigation |
| **SUPERVISORY STATUS:** | No |

**JOB SUMMARY:**

[About the Agency](https://careerconnector.jobs.treas.gov/cc/cfpb/vacancy/preview.hms?orgId=544&jnum=108318" \t "_blank)

This position is located in the **Consumer Financial Protection Bureau (CFPB),** the office of the Chief Operations Officer, Chief Information Officer (CIO). The CIO is working to redesign technology in government with a focus on elegantly usable design, open data and the latest development solutions. As an integral part of that mission the incumbent will be part of an agile and dynamic team of Designers, User Experience Experts, Front End Web Developers and Back End Web Developers responsible for developing and designing solutions that support the CFPB’s strategic goals.   The position requires technical and non-technical skills, the ability research user needs, recommend viable solutions, and provide guidance and service to CFPB colleagues and customers.  
  
**This position is based at CFPB Headquarters in Washington, DC or duty stationed at the employee's home address.** The pay employees receive will depend on their grade level and assigned duty location which will be their home address. An employee's pay may include a geographical pay differential depending on the duty location. The pay shown for this job depicts the range covering the LOWEST LEVEL WITHOUT geographical pay differential up to the HIGHEST LEVEL INCLUDING the highest geographical differential.  
  
-This position is being filled under CFPB's excepted service authority.  
  
-Appointments under this authority will be made in the excepted service and do not convey competitive status.  
  
-This appointment may be extended.

**TRAVEL REQUIRED**

* Occasional Travel
* Minimal travel is required

**RELOCATION AUTHORIZED**

* No

**KEY REQUIREMENTS**

* Please refer to "Conditions of Employment."
* Click "Print Preview" to review the entire announcement before applying.

**DUTIES:**

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As a Front End Web Developer, you will:  
  
-Develop and maintain HTML5, CSS, Javascript, etc., for CFPB’s internet and intranet websites using current design practices, technologies, and frameworks.  
  
-Convert wireframes, drawings and Illustrator- and/or Photoshop-based mockups into valid web pages that are equally compatible in major web browsers.   
  
-Turn large data sets into intuitive, well-designed web-based visualizations and interactive tools, in conformance with CFPB’s style guide and modern web design standards.  
  
-Collaborate with designers, server-side developers and other front-end developers and resolve conflicts using source control management and bug tracking software.  
  
-Continuously maintain awareness and expertise on emerging technologies that have potential value. Recommend effective and creative uses of technology to enhance agency operations.

**QUALIFICATIONS REQUIRED:**

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You must meet the following requirements within 30 days of the closing date of this announcement.  
  
**Specialized Experience:** For the CN-52 you must have one year of specialized experience at a level of difficulty and responsibility equivalent to the CN-51 grade level in the Federal service (For qualification purposes, the CN-51 is broadly equivalent to the GS-11). Specialized experience for this position is defined as experience with HTML, CSS, and JavaScript and presenting recommendations or findings to other IT team members.  
  
In addition to meeting specialized experience, applicants must also show proficiency in 1) attention to detail, 2) customer service, 3) oral communication, and 4) problem solving

The experience may have been gained in either the public or private sector. One year of experience refers to full-time work; part-time work is considered on a prorated basis. To ensure full credit for your work experience, please indicate dates of employment by month/year, and indicate number of hours worked per week on your résumé.

**HOW YOU WILL BE EVALUATED:**

Your application includes your résumé, responses to the online questions, and required supporting documents. Please be sure that your résumé includes detailed information to support your qualifications for this position; failure to provide sufficient evidence in your resume may result in a “not qualified” determination.  
  
**Rating**: Your application will be evaluated in the following areas:

You must submit a resume and, if you wish, a cover letter describing your qualifications as they relate to the duties of this position. Applicants who meet the qualification requirements described above will be referred to a subject matter expert. Upon receiving notice from a CFPB representative, you will be required to submit a portifolio of 3-5 work samples, which will consist of an online portfolio of code samples that demonstrate your web development experience. You must acknowledge the notice within 3 business days or you will be removed from consideration for this position. The submitted information will be evaluated by the subject matter expert (SMEs) and the entire process must be completed within 2 weeks.  
  
Please Note: Applicants referred to a subject matter expert must complete **both** the on-line application and submit the requested work samples. The requested work samples will be assessed by Subject Matter Experts on the following competencies:  
  
  
-Technical Curiosity  
  
-Technical Approach  
  
-Design Execution  
  
Category rating will be used to rank and select eligible candidates. If qualified, you will be assigned to one of three quality level categories, A, B or C after your submitted information has been rated and ranked by the subject matter experts (SMEs). Your rating may be lowered if your submitted information is not supported by the education and/or experience described in your application.  
  
Veterans' preference is applied after applicants are assessed. Preference-eligibles will be listed at the top of their assigned category (without additional preference points) and considered before non-preference-eligibles in their category.  
  
**Referral**: If you are among the top qualified candidates, your application may be referred to a selecting official for consideration. You may be required to participate in a selection interview.   
  
**To preview questions please [click here](https://careerconnector.jobs.treas.gov/cc/cfpb/vacancy/previewVacancyQuestions.hms?orgId=544&jnum=108318" \t "_new).**

**BENEFITS:**

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You can review our benefits at: [https://careerconnector.jobs.treas.gov/cc/cfpb/vacancy/preview!benefits.hms?orgId=544&jnum=108318](https://careerconnector.jobs.treas.gov/cc/cfpb/vacancy/preview%21benefits.hms?orgId=544&jnum=108318" \t "_blank)

**OTHER INFORMATION:**

- We may select from this announcement or any other source to fill one or more vacancies.   
- This is a bargaining unit position.  
- We offer opportunities for telework.  
- We offer opportunities for flexible work schedules.  
-Ethics:  CFPB employees are subject to government-wide ethical standards of conduct, financial disclosure requirements, and post-employment prohibitions, which applicants may review at www.oge.gov.  In addition, CFPB employees must comply with the Supplemental Standards of Ethical Conduct for Employees of the Bureau of Consumer Financial Protection (5 CFR 9401), which, among other things, prohibit an employee or the employee’s spouse or minor child from owning or controlling a debt or equity interest in an entity supervised by CFPB.   CFPB’s regulations also impose restrictions on the outside activities of certain Bureau employees, including examiners and attorneys.  Applicants may review the CFPB ethics regulations and a summary of the regulations at www.consumerfinance.gov.   Questions regarding these requirements and prohibitions should be directed to the CFPB Ethics Office at [EthicsHelp@cfpb.gov](mailto:EthicsHelp@cfpb.gov).  
  
  
**CONDITIONS OF EMPLOYMENT**:   
- Subject to a 2-year trial period is required (unless already completed).  
- Must successfully complete a background investigation.  
- Complete a [Declaration for Federal Employment](http://www.opm.gov/forms/pdf_fill/of0306.pdf" \t "_blank) to determine your suitability for Federal employment, at the time requested by the agency  
- If you are a male applicant born after December 31, 1959, certify that you have registered with the [Selective Service System](http://www.sss.gov/regist%20information.htm" \t "_blank) or are exempt from having to do so.  
- Go through a Personal Identity Verification (PIV) process that requires two forms of identification from the [Form I-9](http://www.uscis.gov/sites/default/files/files/form/i-9.pdf" \t "_blank).  Federal law requires verification of the identity and employment eligibility of all new hires in the U.S.  
- Obtain and use a Government-issued charge card for business-related travel.  
- File a Confidential Financial Disclosure Report within 30 days of appointment and annually from then on.

**HOW TO APPLY:**

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*CFPB has partnered with the Treasury's Bureau of the Fiscal Service to provide certain personnel services to its organization.  Fiscal Service's responsibilities include advertising vacancies, accepting and handling applications, and extending job offers.*The following instructions outline our application process. **You must complete this application process and submit any required documents by 11:59 p.m. Eastern Time (ET) on the closing date of this announcement.** We are available to assist you during business hours (normally 8:00 a.m. - 5:00 p.m. ET, Monday - Friday).  If applying online poses a hardship, please contact us by noon ET on the announcement's closing date.   
  
CFPB provides reasonable accommodation to applicants with disabilities on a case-by-case basis.  Please contact us if you require this for any part of the application and hiring process.  
   
**To begin**, either click the “Create a New Account” button and follow the prompts to register or if you previously registered, click the "Apply Online" button and follow the prompts.  
   
You will be re-directed to CFPB's CareerConnector system to complete your application process; answer the online questions, and submit all required documents. (To submit supporting documents, click one of the available options; Upload; Fax; or Reuse existing documents.  To protect your privacy, we suggest you first remove your SSN). Also, go to “My Account” to view and update your information, as necessary.  
  
**To complete**, you must click the “Finish” button located at the bottom of the “Application Review” page.  
  
To verify your application is complete, log into your USAJOBS account, select the **Application Status** link and then select the **more information** link for this position. The Details page will display the status of your application, the documentation received and processed, and any correspondence the agency has sent related to this application.  
  
To return to an incomplete application, log into your USAJOBS account and click **Update Application** in the vacancy announcement. You must re-select your resume and/or other documents from your USAJOBS account or your application will be incomplete.  
  
If you are experiencing system issues with your application, please contact the CareerConnector Help Desk at [careerconnectorhelp@treasury.gov](mailto:careerconnectorhelp@treasury.gov" \t "_blank) and/or the [USAJOBS Help Desk](https://my.usajobs.gov/Home/ContactUs" \t "_blank).

**REQUIRED DOCUMENTS:**

**A complete application includes 1. A résumé, 2. Vacancy question responses, and 3. Submission of any required documents.**  Please note that if you do not provide all required information, as specified in this announcement, you may not be considered for this position (or may not receive the special consideration for which you may be eligible).   
  
**All applicants** **are required to submit a résumé** either by creating one in USAJOBS or uploading one of their own choosing.  (Cover letters are optional.)  To receive full credit for relevant experience, please list the month/year and number of hours worked for experience listed on your résumé.  We suggest that you preview the online questions, as you may need to customize your résumé to ensure that it supports your responses to these questions. Please view [résumé tips](https://arc.publicdebt.treas.gov/vacancies/fsresumetips.pdf" \t "_blank).  
  
**VETERANS' PREFERENCE DOCUMENTATION:** If you are claiming veterans preference, please see [applicant guide for required documentation](https://arc.publicdebt.treas.gov/vacancies/fsApplicantGuideDelegatedExamining.pdf" \t "_blank). In order to be considered for veterans preference, you must submit all required documentation as outlined in the applicant guide.

**AGENCY CONTACT INFO:**

*Applicant Call Center  
Phone: 304-480-7300  
Fax: 000-000-0000  
TDD: 304-480-8725  
Email: CFPBINQUIRIES@BPD.TREAS.GOV*

*Agency Information:  
Consumer Financial Protection Bureau  
\*\*\* Please see the "How to Apply" section \*\*\*  
Parkersburg, WV  
26106  
US  
Fax: 000-000-0000*

**WHAT TO EXPECT NEXT:**

You may check the status of your application for this position at any time by logging onto the USAJOBS “My Account” tab and clicking on “Application Status”. For a more detailed update of your application status, you may click on “more information.”  
  
Please notify us if your contact information changes after the closing date of the announcement.  Also, note that if you provide an email address that is inaccurate or if your mailbox is full or blocked (e.g., spam-blocker), you may not receive important communication that could affect your consideration for this position.

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