



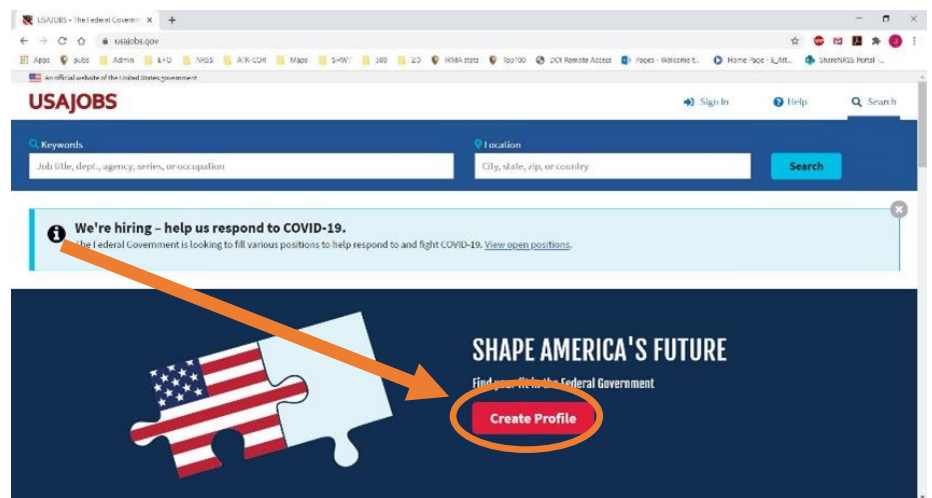
Instrucciones para aplicar a trabajos federales

El National Park Service administra 424 parques que cubren más de 85 millones de acres en los 50 estados, el Distrito de Columbia y los territorios de los Estados Unidos. Utilice esta guía para empezar. Únase a nuestros equipos y aplica a los empleos en USAJOBS.gov.

1. Vaya a www.usajobs.gov

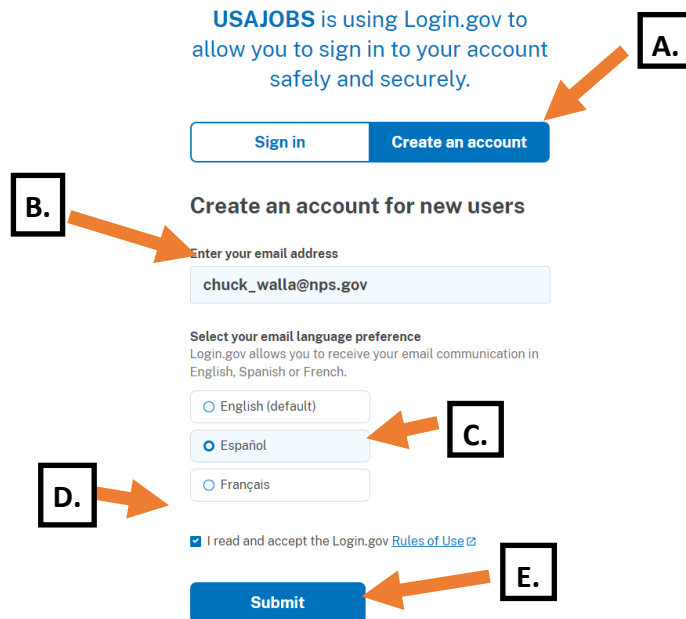


2. Seleccione "Create Profile" (crear un perfil)

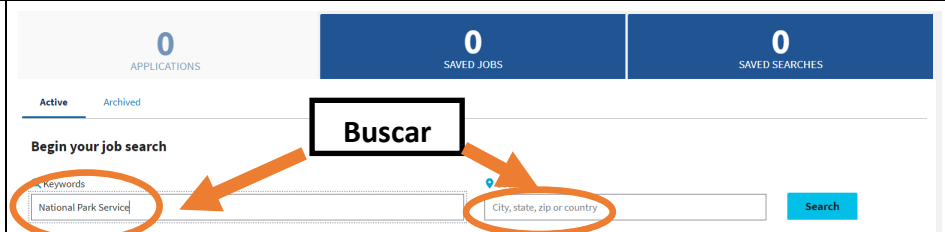


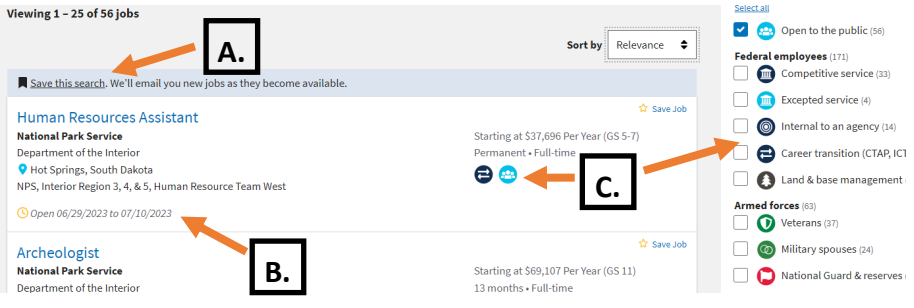
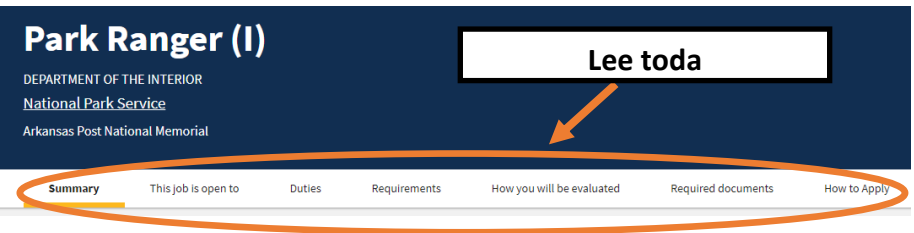
3. Crear un USA Jobs perfil.

- Seleccione "Create an account"
- Ingrese su email
- Seleccione idioma para notificaciones
- Haz clic en aceptar
- Haz clic en "Submit"



4. En la barra de búsqueda, busca trabajos federales o la ubicación en donde quieres trabajar.



<p>5. Revisa el anuncio de trabajo</p> <p>a. Guardar su búsqueda</p> <p>b. Ver las fechas de apertura y cierre del anuncio</p> <p>c. Ver la elegibilidad</p>	
<p>6. Revisa la descripción completa</p>	
<p>7. Revisa las responsabilidades del trabajo</p> <p>8. Escribe en su resumen tus calificaciones</p>	<p>Duties</p> <ul style="list-style-type: none"> • Presents a variety of formal and informal interpretive and educational programs to a wide variety of audiences. • Serves as a front-line representative of the National Park Service to meet and greet visitors in the visitor center and on park grounds, providing orientation, information, and informal interpretation. • Works effectively and cooperatively with coworkers, park partners (educators, cooperating associations, Tribes, community groups, other agencies), and the general public in an effort to provide quality park interpretation and effective outreach to park communities. <p>Requirements</p> <p>Conditions of Employment</p> <ul style="list-style-type: none"> • U.S. Citizenship required. • Appointment subject to background investigation and favorable adjudication. • Meet Selective Service Registration Act requirement for males. • Complete the initial online assessment and USAHire Assessment, if required.
<p>9. Revisa las calificaciones</p> <p>Califica con educación, experiencias laborales, o ambos</p>	<p>EXPERIENCE: At least one full year of specialized experience comparable in scope and responsibility to the GS-4 grade level in Federal service (obtained in either the public or private sectors). This experience includes activities such as: handling, tracking, depositing monies; using software programs to maintain financial/accounting data (such as fee and stock data); performing financial collection, accounting or financial duties; or using tools or equipment (e.g., cash registers, calculators, etc.) to make sales transactions ensuring accountability of funds and accurate financial records. You must include hours per week worked.</p> <p>-OR-</p> <p>EDUCATION: Successful completion of at least 4 years of education above high school (120 semester hours or 180 quarter hours leading to a bachelor's degree from an accredited college or university. One full year of academic study is 30 semester hours.) include transcripts.</p> <p>-OR-</p> <p>Successful completion of a combination of education and experience as described above. NOTE: only education in excess of t</p>
<p>10. Recolecta los documentos requeridos</p>	<p>Required Documents</p> <p>The following documents are required and must be submitted by 11:59 PM (EST) on 07/12/2023.</p> <ol style="list-style-type: none"> 1. Resume which includes a list of all significant jobs held and duties performed, with dates specified in month and year format, and <u>indicate hours worked per week</u>. If military or civilian, please include your rank and/or grade. 2. A complete Occupational Questionnaire 3. Merit Promotion Eligibility Documentation such as:
<p>11. Lee las preguntas de la solicitud</p>	<p>How to Apply</p> <p>To apply for this position: You must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below. To receive consideration, the complete application package must be submitted by 11:59 PM (EST) on 10/23/2020. WE DO NOT ACCEPT HARD-COPY OR E-MAIL APPLICATION PACKAGES.</p> <ol style="list-style-type: none"> 1. Select Apply. If you are not logged in, you will be prompted to login or create an account. 2. Prompted to Start the Application Process by selecting "Start Application." <p>Click here for USAJobs Help with "How to create an application"</p> <p>To REVIEW the application questionnaire, select the following link: https://apply.usastaffing.gov/ViewQuestionnaire/10941478</p> <p>Revisa las preguntas</p>
<p>12. Clic en "Apply" (aplicar)</p>	