

**INTERNATIONAL BROADCASTING BUREAU, VOICE OF AMERICA
BROADCASTING BOARD OF GOVERNORS, DELEGATED EXAMINING UNIT**

RECRUITING BULLETIN

ANNOUNCEMENT NO: BBG-08-001

ANNOUNCEMENT PERIOD:

September 18, 2008 – December 31, 2008

TITLE, SERIES AND GRADE:

**INTERNATIONAL BROADCASTER
(Non-English Languages) GS-1001-9/11**

SALARY:

**GS-09 - \$ 48,108 – \$62,546 per annum
GS-11 - \$ 58,206 – \$75,669 per annum**

AGENCY LOCATION:

VOICE OF AMERICA, Washington, DC

AREA OF CONSIDERATION:

ALL QUALIFIED CANDIDATES

NON-U.S. CITIZENS MAY BE CONSIDERED FOR THIS POSITION IN THE ABSENCE OF EQUALLY OR BETTER QUALIFIED U.S. CITIZENS. IF A NON-U.S. CITIZEN IS SELECTED, HE/SHE WILL BE PLACED IN THE EXCEPTED SERVICE.

DISPLACED APPLICANTS WILL RECEIVE SPECIAL CONSIDERATION UNDER INTERAGENCY CAREER TRANSITION ASSISTANCE PROGRAM (ICTAP).

Introduction to Agency: The Voice of America is a component of the Broadcasting Board of Governors. The VOA broadcasts news and information to millions throughout the world in more than 40 languages, via radio, television and the Internet. Our diverse, multicultural and dedicated professionals staff correspondent bureaus, transmission stations and marketing offices around the world in addition to our main offices in Washington, DC.

DUTIES: This position will be used to fill International Broadcaster positions who will serve as reporters, writers, translators, adapters, editors, producers, video journalist and announcers for Radio, TV and/or Internet. Broadcasters research and write original materials in the broadcast language, translate and adapt a variety of news and news-related material from English into the broadcast language, edit material prior to broadcast, and provide reportorial coverage of news events. Materials include news, editorials, interviews, news analyses, and feature pieces covering a wide range of issues and subjects. The broadcaster also voices all types of material broadcast by the language service. In carrying out these functions, broadcasters must tailor materials to the interest and needs of the audience, and see that the broadcast is factual, objective, and balanced. The broadcaster also is responsible for assuring that the material broadcast serves to make American policies and culture understandable and meaningful to audiences living in different political settings and with differing cultural frames of reference.

VOA OPERATES 7 DAYS A WEEK, 24 HOURS A DAY. DUTY HOURS DEPEND ON PROGRAMMING NEEDS.

THIS ANNOUNCEMENT IS NOT FOR SPECIFIC VACANCIES BUT TO REPLENISH THE APPLICANT FILE. Successful candidates will be considered for any current and future vacancies that may occur for one year and possibly up to three years after they have passed the required examination.

APPLICATIONS ARE BEING ACCEPTED FROM QUALIFIED APPLICANTS FOR THE FOLLOWING BROADCAST LANGUAGES:

Afan Oromo	Georgian	Portuguese/Africa
Albanian	Greek	Russian
Amharic	Hausa	Serbian
Armenian	Hindi	Spanish
Azerbaijani	Indonesian	Swahili
Bangla	Kinyarwanda	Thai
Bosnian	Kirundi	Tibetan
Burmese	Khmer	Tigrina
Chinese (Cantonese)	Korean	Turkish
Chinese (Mandarin)	Kurdish	Ukrainian
Creole	Lao	Urdu
Croatian	Macedonian	Uzbek
Dari	Pashto	Vietnamese
French	Persian	

QUALIFICATION REQUIREMENTS: CANDIDATES MUST HAVE EXPERIENCE IN RADIO BROADCAST JOURNALISM, PRINT, TELEVISION OR FILM JOURNALISM. WORK MUST HAVE INCLUDED WRITING, EDITING AND/OR VOICING BROADCAST MATERIAL FROM ENGLISH INTO THE BROADCAST LANGUAGE.

SPECIALIZED EXPERIENCE: Candidates must possess one year of specialized experience equivalent to the next lower level of the position for which applying. This experience must have provided work translating, adapting and originating news and news-related scripts for TV, radio and/or Internet under intense time pressure with accuracy, speed and intelligence.

Candidates must be able to announce/voice news and feature program materials live and pre-recorded for TV, radio and Internet. Candidates must have experience writing reports and features on subjects of general interest for broadcast on TV, radio and/or posting on the Internet. Experience must have provided the ability to produce live and pre-recorded air show segments for radio and TV.

Candidates should possess knowledge of world affairs, international relations, Americana, and U.S. policies in order to prepare programs appropriately and effectively for the targeted listening audience.

Candidates must possess native fluency in the broadcast language including idioms, contemporary nuances and commonly used terms and vocabulary in order to translate/adapt English language news into correct, comprehensive and effective TV, radio scripts and Internet postings. The language ability required typically is that of a native speaker but may be obtained through extensive study or exposure to the written and spoken language that has provided the candidate with equivalent ability.

The candidate's overall background must clearly demonstrate possession of the required experience and language ability.

SUBSTITUTION OF EDUCATION PROVISIONS:

GS-9 = Master's degree or equivalent; OR two full years of graduate level experience OR LLB or JD

GS-11 = Phd; OR equivalent doctoral degree

Education at the levels shown above in journalism, mass communication, etc. is fully qualifying. Other degree concentrations with an emphasis in journalism or communications may equip the candidate with the required knowledge as may appropriate combinations of education and experience in a related field. TRANSCRIPTS MUST BE PROVIDED if applying based on education.

Applicants that have a degree from an institution outside the United States must have their education accredited by the U.S. Department of Education. Refer to their website at www.ed.gov for guidelines on foreign credential evaluation.

PLEASE SPECIFY THE LANGUAGE FOR WHICH YOU ARE APPLYING.

EXAMINATIONS REQUIRED: Candidates who meet all education and/or experience requirements must demonstrate their knowledge and ability in language writing, and translation/adaptation through successful performance in a written examination and their ability to voice material for radio broadcast in a voice audition. **You will be notified as to whether you will be scheduled for testing once qualifications determinations have been made.** Tests are administered in Washington, D.C., New York, N.Y., and Miami, FL. on an on-going basis. Tests are administered in Boston, Ma., Chicago, Il., Denver, Co., Los Angeles, Ca., Raleigh, N.C., Kansas City, Mo., San Antonio, Tx., San Francisco, Ca. and Seattle, Wa. on a quarterly basis. Tests may also be given in certain overseas locations.

APPLICANTS WILL BE RESPONSIBLE FOR PAYING THEIR OWN EXPENSES TO AND FROM THE TEST SITE.

HOW TO APPLY: Application or resume must be in **ENGLISH**, have the required information and be mailed or delivered to: IBB, Office of Human Resources, Delegated Competitive Examining Unit, Room 1543, 330 Independence Avenue, SW, Washington, DC 20237. It is highly recommended that you do not send your application package through regular mail because of the delay and damage caused by the irradiation process. You may fax the application to (202) 382-7541 or (202) 382-7542. For more information phone (202) 382-7500.

VETERANS PREFERENCE: If you are a veteran with preference eligibility and you are claiming 5-point veterans' preference, you must attach a copy of your DD-214 or other proof of eligibility. If you are claiming 10-point veterans' preference, you must attach an SF-15, "Application for 10-Point Veterans' Preference" plus the proof required by that form.

If you are veteran applying under the Veterans Employment Opportunity Act (VEOA), you must clearly annotate "**VEOA**" on your resume. If you are filing under the VEOA (Veterans Employment Opportunity Act) or the VRA (Veterans Recruitment Authority), you must include a copy of your DD-214 or other proof of eligibility with your application.

If you are still on active duty, you may submit a statement of service from your Personnel Command which states the date you entered active duty, the date you are separating, and the campaign medals you have received. For more information on the VEOA and VRA, consult the Vets Guide at:

<http://www.opm.gov/veterans/html/vetguide.htm>

In addition to specific information requested in the job vacancy announcement, to apply for this job, your resume or application must contain the following:

JOB INFORMATION - Announcement number, title, grade(s) and language(s) of the job for which you are applying.

PERSONAL INFORMATION - Full name, mailing address (with Zip Code) and day and evening phone numbers (with area code), and email address (if applicable), **Social Security Number, Country of Citizenship, Veterans' Preference including submission of a DD 214, and, if applicable, an SF-15.** Reinstatement Eligibility and Highest Federal civilian grade held.

WORK EXPERIENCE - Give the following information for your paid and non-paid work experience related to the job for which you are applying. Job Title (**include series and grade if Federal job**), Duties & Accomplishments, Employer's name & address, Supervisor's name & number, Starting & ending dates (**month/year**), Hours per week, Salary and indicate if we may contact your current supervisor.

EDUCATION - High School (Name, city, and State), Date of diploma or GED. Colleges and universities (Name, city, and State), Majors, Type & year of degrees received (**if no degree, show total credits earned and indicate whether semester or quarter hours**).

OTHER QUALIFICATIONS - Job-related training courses. Job-related skills, for example, all computer software/hardware, tools, machinery, typing speed. Job-related certificates and licenses. Job-related honors, awards, and accomplishments, for example, publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards. (Give dates but do not send documents unless requested).

FAILURE TO SUBMIT ALL REQUIRED INFORMATION WILL RESULT IN YOUR APPLICATION/RESUME NOT BEING CONSIDERED.

OTHER IMPORTANT INFORMATION - If hired, you must sign and certify the accuracy of all information in your application. *If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be fined and/or jailed.*

SUCCESSFUL CANDIDATES WILL BE CONSIDERED FOR ANY CURRENT AND FUTURE VACANCIES THAT MAY OCCUR FOR ONE YEAR AND POSSIBLY UP TO THREE YEARS AFTER THEY HAVE PASSED THE REQUIRED EXAMINATION.

Relocation expenses may be paid on a case-by-case basis.

This agency provides reasonable accommodation to applicants with disabilities.

THE FEDERAL GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER