



**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
ALBUQUERQUE AREA INDIAN HEALTH SERVICE**



The Albuquerque Area Indian Health Service defines its mission as a commitment to the well-being and cultural integrity of Indian people through a participatory and consultative process.

THE ALBUQUERQUE AREA INDIAN HEALTH SERVICE IS A "TOBACCO-FREE" ENVIRONMENT

**VACANCY ANNOUNCEMENT**

**RE-ADVERTISEMENT**

**Candidates who previously applied under Vacancy Announcement No. SER-09-0116-ZSU, need not reapply unless they wish to update their application or submit additional information.**

VACANCY ANNOUNCEMENT NO. SER-09-0182-ZSU	OPENING DATE March 5, 2009	CLOSING DATE Open Until Filled
<b>POSITION TITLE, SERIES, GRADE AND SALARY</b> Medical Technologist GS-0644-05, \$35,135 per annum GS-0644-07, \$41,289 per annum GS-0644-09, \$49,139 per annum GS-0644-10, \$52,610 per annum (Special Salary Rates Authorized under 5 USC 5303)	<b>LOCATION AND DUTY STATION</b> Division of Clinical Services Department of Laboratory Zuni, NM	

**AREA OF CONSIDERATION:** All Sources

**RELOCATION:** Travel Expenses – Paid: Travel, transportation and relocation expenses will be paid primarily in the interest of the government and not in the interest of the selected employee.

**CONDITIONS OF EMPLOYMENT:**

- One permanent full-time position. The incumbent of this position is subject to call back and/or standby work. Incumbent subject to rotational schedule: days, evenings, nights, weekends and holidays.
- Position has promotional opportunity to: GS-10, if selection is made at the lower level.
- If you are a male, born after December 31, 1959, and you want to be employed by the federal government, you must (subject to certain exemptions) be registered with the Selective Service System.
- In accordance with Chapter 12, Indian Health Manual, IHS Employee Immunization Program, selected candidate will be required to submit proof of immunity to the following diseases: Rubella and Measles.
- In accordance with P.L. 101-630 Indian Child Protection Act, applicants must complete the attached addendum and submit it to the Human Resources Office with their application. (See REQUIRED DOCUMENTATION).

**DUTIES AND RESPONSIBILITIES:**

**For GS-05,** Duties and responsibilities are similar to GS-07, however, performed with lesser independence and closer supervision. **For GS-7,** Assignment of technologist will be to work evening and/or night shift. Performs wide range of clinical laboratory tests/examinations per requests by medical staff. Withdraws quantities of blood by vein punctures and capillary puncture. Sets up, operates and/or utilizes appropriate equipment, instruments, containers and other devices and materials to perform qualitative and quantitative analysis of substances. Interprets and evaluates results of tests/examinations. Utilizes lab computer system to accession, review, report and retrieve lab results for patient care. **For GS-9,** Assignment of technologist will be to on a rotational basis; evenings and/or nights, weekends and holidays, in which technologist works without technical support, and is responsible for responding independently to all requests from medical staff involving clinical laboratory services. Performs wide range of clinical laboratory tests/examinations per requests by medical staff. Performance of standardized procedures. Performance of non-standardized procedures

involving the use of methods, techniques, instructions or other processes or actions which are not fully covered in detail by instructions. Performance of laboratory procedures which involves the extension of methods for clinical laboratory use. Utilizes laboratory computer system to accession, review, report and retrieve lab results for patient care. Works on regularly assigned, rotational holidays and callback basis to provide continuity of laboratory services during evenings, nights, holidays and weekends. **For GS-10**, Serves as Senior Medical Technologist of one or more of the clinical laboratory specialty disciplines of Chemistry, Hematology, Immunohematology, Microbiology/Immunology. Responsible for the entire depth and breadth of complex section procedures. Confers with attending physicians on a daily basis to solve patient testing and diagnostic problems. In the capacity of generalist, the senior medical technologist must be thoroughly familiar with all in-house test procedures in order to independently maintain laboratory operation. Utilizes laboratory computer system to accession, review, report and retrieve lab results for patient care. Performs other related duties as assigned.

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**COMPETITIVE AND EXCEPTED SERVICE QUALIFICATION REQUIREMENTS:**

Basic requirements:

- A. Degree: medical technology, chemistry, or biology that included or was supplemented by at least:
- 16 semester hours of biological science of which one course was in microbiology and one course was in immunology. (NOTE: If there is no mention of immunology or immunobiology in the course title, the requirement for a course in immunology may be met by any course that covers the following topic areas: (1) definition and relationships of antigens and antibodies; (2) host-antigen interactions; (3) bursal and thymic influences on lymphoid cells; and (4) humoral and cellular response mechanisms. The remaining biology courses must have been in general biology, zoology, or any of the areas listed below under "Evaluation of Education and Experience;"
  - 16 semester hours of chemistry of which one course was in organic or biochemistry. The remaining chemistry courses must have been in general chemistry, qualitative analysis, qualitative chemistry, quantitative chemistry, physical chemistry, analytical chemistry, or any of the areas listed below under "Evaluation of Education and Experience;" and
  - 3 semester hours of college mathematics.

**OR**

- B. A full 4-year course of study that included or was supplemented by at least 12 months in a college or hospital-based medical technology program or medical technology school approved by a recognized accrediting organization. The professional medical technology curriculum may have consisted of a 1-year post-baccalaureate certificate program or the last 1 or 2 years of a 4-year program of study culminating in a bachelor's in medical technology

**OR**

- C. A combination of (1) at least 35 semester hours of biological science, chemistry, and mathematics as described in paragraph A above and (2) additional appropriate education and/or experience totaling 4 years. This combination of education and experience must have provided knowledge of the theories, principles, and practices of medical technology equivalent to that provided by the full 4-year course of study described in A or B above. All science and mathematics courses must have been acceptable for credit toward meeting the requirements for a science major at an accredited college or university. Acceptable experience is responsible professional or technician experience in a hospital laboratory, health agency, industrial medical laboratory or pharmaceutical house; or teaching, test development, or medical research program experience that provided an understanding of the methods and techniques applied in performing professional clinical laboratory work. Certification/licensure as a medical technologist (generalist) obtained through written examination by a nationally recognized credentialing agency or State licensing body is a good indication that the quality of experience is acceptable.

Candidates for positions involving highly technical research, development, or similarly complex scientific functions must have completed the full 4-year course of study described in A or B above.

Evaluation of Education and Experience: The four major areas of clinical laboratory science are microbiology, clinical chemistry, hematology, and immunohematology (blood banking). Qualifying course work in these areas includes bacteriology, mycology, mycobacteriology, tissue culture, virology, parasitology, endocrinology, enzymology, toxicology, urinalysis, coagulation, hemostasis, cell morphology, immunology, serology, immunoserology, immuno-deficiency, hemolysis, histocompatibility, cyto-genetic, and similar disciplines or areas of laboratory practice.

Related fields include physiology, anatomy, molecular biology, cell biology, embryology, pathology, genetics, pharmacology, histology, cytology, nuclear medicine, epidemiology, biostatistics, infection control, physics, statistics, and similar areas of science where the work is directly related to the position to be filled.

For positions above grade GS-5, experience or graduate education must have been in (1) the general field of medical technology, (2) one of the disciplines or specialized areas of medical technology, or (3) a field directly related and applicable to medical technology or the position to be filled.

Work study experience in a clinical laboratory as a student medical technologist in a CAHEA-accredited education program may be credited on a month-for-month basis toward meeting the GS-7 specialized experience requirement. (NOTE: A typical program comprises 12 consecutive months of professional study, including didactic and practical instruction. Approximately 6 to 7 months are devoted to lectures, laboratory study, demonstrations, and seminars covering theory and technique in clinical laboratory science. The other 5 to 6 months are devoted to clinical laboratory rotations. It is the latter, i.e., the period(s) of supervised work experience in a service laboratory that may be credited as work study experience.

#### **Additional Experience and Education Requirements for GS-7 and above:**

In addition to the Basic Requirements, for GS-7, candidates must have had at least 52 weeks of specialized experience equivalent to GS-5. For GS-9, candidates must have had at least 52 weeks of specialized experience equivalent to at least GS-7. For GS-10, candidates must have had at least 52 weeks of specialized experience equivalent to at least GS-9.

**Specialized Experience:** (for GS-7/9): Experience performing clinical laboratory tests, confirming test results and developing data to be used by physicians in determining the presence and extent of disease. The types of experience which will be credited are shown above under "Duties and Responsibilities".

**Specialized Experience:** (for GS-10): Experience in developing test procedures (including written formats); implementing, monitoring and evaluating quality control systems; and meeting accreditation agency requirements. The types of experience which will be credited are shown above under "Duties and Responsibilities".

**TIME-IN-GRADE REQUIREMENTS:** Merit Promotion candidates for GS-7 and GS-9 must have completed at least 52 weeks of service no more than 2 grades lower than the position to be filled. Merit Promotion candidates for GS-10 must have completed at least 52 weeks of service no more than 1 grade lower than the position to be filled.

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**EVALUATION METHOD AND RANKING FACTORS:** Evaluation will be made of the extent to which experience, education, training, self-development, performance appraisal, outside activities, and/or awards demonstrate that basically qualified candidates possess the Ranking Factors-KSAs described below. **It is to the applicant's advantage to address the following KSA's on a separate sheet of paper.**

#### **For GS-5/7/9:**

1. Knowledge of the principles, concepts and techniques of medical terminology. (Definition: Knowledge sufficient to perform a wide range of complex laboratory procedures and techniques in the areas of: chemistry, hematology, microbiology, urinalysis, immunology and immunohematology. Medical Technologists must stay abreast of changes and new developments in the field.)
2. Ability to operate and maintain laboratory instruments and equipment. (Definition: Knowledge of and ability to operate, calibrate, troubleshoot, initiate repairs and maintain laboratory analytical instrumentation and equipment to include maintenance of appropriate documentation and records.)
3. Knowledge of laboratory quality control, quality management, QA programs, safety procedures and infection control. (Definition: Knowledge and ability to implement and maintain quality control (QC), continuous quality improvement (CQI) and Proficiency Testing (PT). Performs and maintains records of QC, CQI and PT for all departments within the laboratory. Practices universal precautions.)
4. Knowledge of patient test management. (Definition: Knowledge of specimen procurement and specific procedures for the collection and preservation of samples for analysis, test reporting and referral to reference laboratories.)
5. Ability to communicate orally and in writing. (Definition: Skill in oral and written communications for explaining laboratory procedures to patients and other facility staff members of laboratory instructions, procedures, reports and results. The ability to promote active and productive intra- and interdepartmental effective working relationships. Ability to write technical reports, policies, procedures and memos, and prepare and present presentations.)
6. Knowledge of laboratory computer systems. (Definition: Knowledge of computer applications associated with QC, QA, laboratory workload and patient data transfer, storage and retrieval.)

#### **For GS-10:**

1. Ability to perform the technical aspects of the job. (Definition: The person in this position must have practical knowledge of aspects of the clinical laboratory, including: hematology, chemistry, microbiology, urinalysis, and immunology. The person should be familiar with both manual and automated techniques where applicable and have the ability to perform the common tests in each department.)

2. Ability to set-up an evaluation program and quality control. (Definition: The person in this position should have the ability to examine factual data, comprehend and interpret written materials, prepare reports, identify problems and make recommendations for solving the problems within the quality control program in the laboratory.)
3. Skill in oral and written communications to explain laboratory procedures and develop reports, instructions and procedures. (Definition: The incumbent should have the ability to establish effective working relationships or achieve desired goals with a variety of individuals; ability to exercise tact, diplomacy, patience and mature judgment with a variety of individuals inside and outside of the department and the ability to express oneself in a clear, concise, and grammatically correct manner in a variety of forms, such as letters, memoranda, policy statements, procedure manuals and reports.)

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**WHO MAY APPLY:**

**Merit Promotion Plan (MPP) Candidates:** Applications will be accepted from status eligibles (e.g., reinstatement eligibles and current permanent employees in the competitive federal service) and from current permanent IHS employees in the Excepted Service who are entitled to Indian preference.

**Excepted Service Examining Plan (ESEP) Candidates:** Applications will be accepted from individuals entitled to Indian preference. Current permanent IHS Excepted Service employees and competitive service employees or reinstatement eligible entitled to Indian preference may also apply under the provision of the Indian Health Service Excepted Service Examining Plan.

Candidates MUST INDICATE whether their application is submitted under the IHS Excepted Service Examining Plan, the IHS Area Merit Promotion Plan, or both.

**Non-Status Candidates:** Applications will also be accepted from non-status candidates (individual who have never been employed by the federal government) and individuals eligible for non-competitive appointment (e.g., applicants eligible for appointment under the Veterans Readjustment Act, the severely handicapped, those with a 30% or more compensable service-connected disability).

**Commissioned Corps Officers:** The USPHS Commissioned Corps Officers who wish to apply for this vacancy announcement must submit a resume and all other documents specified in this announcement.

**Indian Preference:** Indian Health Service is required by law to give absolute preference in employment to qualified Indian preference candidates.

Under the Veterans Employment Opportunities Act (VEOA) of 1998, veterans who are preference eligible or have substantially completed 3 or more years of continuous active service may apply for permanent positions as a merit promotion candidate; however, veterans' preference is not a factor in these appointments. Candidates must submit a copy of their DD-214 as proof of eligibility.

**Reasonable Accommodations:** This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Cordelia Tsadiasi, (505) 782-7516. The decision on granting reasonable accommodation will be made on a case-by-case basis.

**Career Transition Assistance Program (CTAP)/Interagency Career Transition Plan (ICTAP):** Surplus or displaced employees covered by the U.S. Department of Health and Human Services CTAP program or the ICTAP program for all agencies, may apply and will be given special selection priority if determined to be eligible and well qualified. Well qualified is defined as meeting all education, experience, knowledge's, skills and abilities (KSA's) with a score in the above average range of a four-level crediting plan for all KSA's. For information on how to apply and required proof of eligibility, please refer to the following hyperlinks: **CTAP** at <http://www.ihs.gov/JobCareerDevelop/JobAtIHS/doc/ctap.doc> and for **ICTAP** at <http://career.psc.gov/chpublic/ictap.html>

- Only U.S. citizens may be appointed to the competitive service.

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**WHERE TO APPLY:**

**For OUF: Applications must be received at the following address:**

Indian Health Service – Zuni Service Unit  
S.E. Region Human Resources Office  
P.O. Box 467  
Zuni, NM 87327

For copies of vacancy announcements, download from the IHS website at [www.ihs.gov](http://www.ihs.gov) or the Office of Personnel Management (OPM) website at [www.usajobs.opm.gov](http://www.usajobs.opm.gov). **FAXED APPLICATIONS WILL NOT BE ACCEPTED.** We do not FAX vacancy announcements. For inquires, contact Cordelia Tsadiasi, Human Resources Specialist, 505-782-7516.

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**REQUIRED DOCUMENTATION:**

- **Verification of Indian Preference:** Applicants who wish to receive Indian Preference **MUST** submit the **BIA Form 4432**, Verification of Indian Preference for Employment in BIA and IHS only. This certifies the applicant as an Indian as defined by the Indian Health Manual, Chapter 3, Indian Preference, dated March 14, 2001. **Indian preference will not be given unless the BIA Form 4432 is attached to the application/Résumé.**
- OF-306, Declaration for Federal Employment: Must be fully completed and submitted with current dated signature to determine your suitability for Federal employment, to authorize a background investigation, and to certify the accuracy of all the 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 or jailed.** Form may be downloaded from: the IHS Human Resources Website at:  
<http://www.ihs.gov/NonMedicalPrograms/DHR/index.cfm?module=applicants>
- Applicants must submit a copy of college transcripts to meet positive education requirements. **Official transcripts will be required prior to entry on duty.**
- The attached form, Addendum to Declaration for Federal Employment IHS Child Care & Indian Child Care Worker Positions must be fully completed and submitted with current dated signature. The OMB Approved form No. 0917-0028 is available at nearest IHS Facility OR form may also be downloaded from the IHS HR Website at:  
<http://www.ihs.gov/NonMedicalPrograms/DHR/Documents/ApplicantInfo/PL101-630.pdf> .
- See 'HOW TO APPLY' on last page, for additional information.

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**OTHER IMPORTANT INFORMATION:**

- Persons who submit incomplete applications will be given credit only for the information they provide and may not, therefore, receive full credit for their veteran preference determination, Indian preference, education, training and/or experience.
- All material submitted for consideration under this announcement becomes the property of Division of Human Resources and is subject to verification. Therefore, careful attention should be given to the information provided. Fraudulent statements or any form of misrepresentation in the application process could result in loss of consideration for this position and/or a determination of unsuitability for federal employment.
- Additional or alternate selections may be made within 90 calendar days of the date the Candidate Referral Roster was issued. The positions to be filled must have the same title, series, grade, geographic location and qualification requirements as stated in the original vacancy announcement.
- **EQUAL EMPLOYMENT OPPORTUNITY:** Except for Indian preference, consideration will be given without regard to any non-merit factor such as race, color, religion, sex, national origin, partisan politics, physical or mental handicap, marital status, age, membership or non-membership in any employee organization, or sexual orientation.

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**DIVISION OF HUMAN RESOURCES CLEARANCE:**

*1st Cordelia Tsadiasi*

Human Resources Specialist

*03-04-2009*

Date

**Addendum to Declaration for Federal Employment (OF 306)**  
**Indian Health Service**  
**Child Care & Indian Child Care Worker Positions**

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**Item 15a. Agency Specific Questions**

**Name:** \_\_\_\_\_ **Social Security Number:** \_\_\_\_\_  
(Please print)

**Job Title in Announcement:** \_\_\_\_\_ **Announcement Number:** \_\_\_\_\_

Section 231 of the Crime Control Act 1990, Public Law 101-647, requires that employment applications for Federal child care positions contain a question asking whether the individual has ever been arrested for or charged with a crime involving a child and for the disposition of the arrest or charge.

Section 408 of the Miscellaneous Indian Legislation, Public Law 101-630, contains a related requirement for positions in the Department of Health and Human Services that involve regular contact with or control over Indian children. The agency must ensure that persons hired for these positions have not been found guilty of or pleaded nolo contendere or guilty to certain crimes.

To assure compliance with the above laws, the following questions are added to the Declaration for Federal Employment:

- 1) Have you ever been arrested for or charged with a crime involving a child? YES\_\_\_\_\_ NO\_\_\_\_\_

*[If a YES@, provide the date, explanation of the violation, disposition of the arrest or charge, place of occurrence, and the name and address of the police department or court involved.]*

- 2) Have you ever been found guilty of, or entered a plea of nolo contendere (no contest) or guilty to, any felonious or misdemeanor offense under Federal, State, or tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; or crimes against persons; or offenses committed against children?  
YES\_\_\_\_\_ NO\_\_\_\_\_

*[If a YES@, provide the date, explanation of the violation, disposition of the arrest or charge, place of occurrence, and the name address of the police department or court involved.]*

I certify that (1) my response to these questions is made under penalty of perjury, which is punishable by fines of up to \$2,000 or 5 years imprisonment, or both; and (2) I have received notice that a criminal check will be conducted. I understand my right to obtain a copy of any criminal history report made available to the Indian Health Service and my right to challenge the accuracy and completeness of any information contained in the report.

\_\_\_\_\_  
**Applicant=s Signature (sign in ink)**

\_\_\_\_\_  
**Date**

Public Burden Statement: In accordance with Paperwork Reduction Act (5 CFR 1320.8 (b)(3), a Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Respondents must be informed (on the reporting instrument, in instructions, or in a cover letter) the reasons for which the information will be collected; the way the information will be used to further the proper performance of the functions of the agency; whether responses to the collection of the information are voluntary, required to obtain a benefit (citing authority), or mandatory (citing authority); and the nature and extent of confidentiality to be provided, if any (citing authority). Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the necessary data, and completing and reviewing the collection information. Send comments regarding the burden estimate or any other aspect of this collection of information to the IHS PRA Information Collection Clearance Staff, 12300 Twinbrook Parkway, Suite 450, Rockville, MD 20852.  
***Please do not send completed data collection instruments to this address.***

## HOW TO APPLY

<p>The federal government does not require a standard application form for most jobs, but certain information is needed to evaluate your qualifications and determine if you meet legal requirements for federal employment.</p>			
<p><b>Optional Application for Federal Employment – Form Number OF-612</b>  <a href="http://www.opm.gov/forms/pdf_fill/of612.pdf">http://www.opm.gov/forms/pdf_fill/of612.pdf</a></p>		<p><b>Résumé or Other written application format with information requested below.</b></p>	
<p>If your résumé or application does not provide all the information we request, you may lose consideration for a job. Applicants who submit incomplete applications will be given credit ONLY for the information they provide and may not receive full credit for their veteran preference determination, Indian preference, education, training and/or experience.</p>			
<p><b>Procedure for using résumé or other written application:</b> Format MUST contain the following information. FAILURE TO INCLUDE ANY OF THE INFORMATION LISTED BELOW MAY RESULT IN LOSS OF CONSIDERATION FOR THIS POSITION. ADDITIONAL INFORMATION WILL NOT BE SOLICITED BY THIS OFFICE.</p>			
<ul style="list-style-type: none"> <li>➤ <b><u>JOB INFORMATION</u></b> Announcement number, title and grade of the job for which you are applying.</li> <li>➤ <b><u>PERSONAL INFORMATION</u></b> Full name, mailing address (with ZIP codes), day and evening telephone numbers (with Area codes). Social Security Number. Country of citizenship.</li> <li>➤ <b><u>EDUCATION</u></b> High School (name, city, state, ZIP code if known), and date of diploma or GED. College and/or universities (name, city, state ZIP code if known), majors, type and year of any degrees received (if no degree show total semester or quarter hours earned). To obtain educational credit, applicants must submit a copy of all college transcripts.</li> <li>➤ <b><u>WORK EXPERIENCE</u></b> Copy of latest Notification of Personnel Action (SF-50B) if current or former federal employee. Highest federal civilian grade held (give job series and dates held) Work experience (paid and unpaid) Job title (include series and grade if federal job) Duties and accomplishments Employer's name and address Supervisor's name and telephone number Starting and ending dates (month and year) Hours per week Salary Indicate if we may contact your current supervisor.</li> <li>➤ <b><u>OTHER QUALIFICATIONS</u></b> Give dates but do not send documents unless requested Job related training courses Job related skills, i.e., computer software/hardware, tools, typing speed Job related certificates and licenses (if you are a licensed medical professional, submit copy of license to practice) Honors, awards, special accomplishments, i.e., publications, memberships, in professional or honor societies, leadership activities, public speaking, and performance awards.</li> <li>➤ <b><u>KSA</u></b></li> </ul>			
<p><b>Submit a copy of applicable documents with your application if you are in the following categories:</b></p>			
<p><b>COMMISSIONED OFFICER</b></p>	<p><b>INDIAN PREFERENCE</b></p>	<p><b>VETERAN PREFERENCE</b></p>	<p><b>FEDERAL EMPLOYEE</b></p>
<ul style="list-style-type: none"> <li>➤ Current Billet description</li> <li>➤ Most recent "Commissioned Officers Effectiveness Report".</li> <li>➤ Child Care Statement Form</li> <li>➤ Applicable Licensure</li> </ul>	<ul style="list-style-type: none"> <li>➤ Verification of Indian Preference for employment, Bureau of Indian Affairs (BIA) Form 4432.</li> <li>➤ Preference will not be given unless a copy of the BIA Form 4432 is attached to the application.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Certificates of Release or discharge from Active Duty, VA form DD-214, and/or</li> <li>➤ Application for 10-point Veterans Preference, Form SF-15 and supporting documents.</li> <li>➤ To receive preference if your service began October 15, 1976, you must have a Campaign Badge, Expeditionary Medal, or a service connect disability.</li> <li>➤ Preference will not be given unless a copy of the DD-214 (with appropriate dates) is attached to the application.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Latest Notification of Personnel Action, SF-50B verifying civil service status, grade, etc.</li> <li>➤ Current performance appraisal.</li> <li>➤ Priority consideration will not be given to DISPLACED FEDERAL EMPLOYEES, unless a copy of the appropriate documentation such as a RIF separation letter, a letter from OPM or your agency documentation showing your priority consideration status, is attached to the application.</li> </ul>