

**SENIOR EXECUTIVE SERVICE  
VACANCY ANNOUNCEMENT**

Broadcasting Board of Governors  
Washington, DC 20237

**VACANCY NUMBER: ERB-09-63**

**OPENING DATE:** March 30, 2009

**CLOSING DATE:** May 29, 2009

**POSITION:** Director of Engineering and Technical Services, ES-801

**LOCATION:** Broadcasting Board of Governors, International  
Broadcasting Bureau, Office of Engineering and Technical Services

**AREA OF CONSIDERATION:** All Qualified Applicants  
(Federal/Non-Federal, Status/Non-Status)

\*\*\*As a result of the U.S. Mail delays currently being experienced in the Washington, DC Metro Area, WE STRONGLY SUGGEST you fax, hand deliver, or use a private delivery/courier service when you submit an application to ensure it is received by the closing date of the announcement. Please be advised that applications submitted via the U.S. Postal Service MAY NOT be received in a sufficiently timely manner to be considered.\*\*\*

**SENIOR EXECUTIVE SERVICE (SES) INFORMATION:** Salaries for SES positions range from \$117,787 to \$177,000.

Persons newly selected for appointment to an SES position must have their managerial qualifications approved by the Office of Personnel Management (OPM) and will be required to serve a one-year probationary period.

The selectee will be required to complete an Executive Personnel Financial Disclosure Report in accordance with the Ethics in Government Act of 1978.

Veterans preference does not apply to the SES. Applicant must be a U.S. citizen.

**General Information:** The Broadcasting Board of Governors (BBG) is an independent federal agency which supervises all U.S. government-supported, non-military international broadcasting, including the Voice of America (VOA); Radio Free Europe/Radio Liberty (RFE/RL); the Middle East Broadcasting Networks (MBN, including Alhurra TV and Radio Sawa); Radio Free Asia (RFA); and the Office of Cuba Broadcasting (Radio and TV Marti).

The Office of Engineering and Technical Services is responsible for directing all engineering and technical activities necessary to enable the BBG to meet its mission objectives.

**MAJOR DUTIES:**

The incumbent serves as the Director of Engineering and Technical Services within the International Broadcasting Bureau (IBB). The incumbent also serves as the Chief Information Officer (CIO) and Chief Technology Officer (CTO) for the Broadcasting Board of Governors.

As Director, the incumbent is charged with providing executive leadership in the management and planning of engineering and technical systems necessary to accomplish and enhance the ability of the IBB, VOA, OCB, Radio Free Europe/Radio Liberty (RFE/RL), Radio Free Asia (RFA) and the Middle East Broadcasting Networks (MBN) to communicate with the people of the world by radio, TV and the Internet.

As CIO, the incumbent is responsible for all matters dealing with information policy, security, privacy and confidentiality, the planning and acquisitions of information systems; and the effectiveness of agency information systems and services.

As CTO, the incumbent is responsible for developing the framework that will provide a creative and innovative atmosphere to the design, development, and execution of engineering initiatives for the present and future of IBB.

**Eligibility Requirements:** The successful applicant must be willing to enter the Senior Executive Service, except for Agency Foreign Service employees who may apply and if selected will be retained on their Foreign Service appointments.

## **MANDATORY EXECUTIVE CORE QUALIFICATIONS (ECQs):**

The applicant must file a **separate narrative response** for each ECQ. In responding to each ECQ statements, please structure your responses in terms of specific problem or goal (CHALLENGE); the environment in which you worked to tackle the problem or goal (CONTEXT); the specific actions taken (ACTION); and the outcome from such actions (RESULTS). Please provide at least 2 examples for each area, where practical. An applicant's ECQ **MUST NOT EXCEED 10 PAGES**. For additional information on ECQ's beyond what is provided in this document, you may go to the website <http://www.opm.gov/ses/recruitment/ecq>.

**PLEASE NOTE:** Current career senior executives, Qualification Review Board (QRB) certified graduates of an SES candidate development program, and individuals with SES reinstatement eligibility may be considered noncompetitively for appointment to this position if they meet the mandatory professional/technical qualifications requirements. Proof of noncompetitive eligibility is required. (SF-50 or QRB certification).

ECQ 1. **Leading Change:** This core qualification involves the ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Inherent to this ECQ is the ability to establish an organizational vision and to implement it in a continuously changing environment.

**Competencies:** Creativity & Innovation, External Awareness, Flexibility, Resilience, Strategic Thinking, Vision.

ECQ 2. **Leading People:** This core qualification involves the ability to lead people toward meeting the organization's vision, mission, and goals. Inherent to this ECQ is the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.

**Competencies:** Conflict Management, Leveraging Diversity, Developing Others, Team Building.

ECQ 3. **Results Driven:** This core qualification involves the ability to meet organizational goals and customer expectations. Inherent to this ECQ is the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.

**Competencies:** Accountability, Customer Service, Decisiveness, Entrepreneurship, Problem Solving, Technical Credibility.

ECQ 4. **Business Acumen:** This core qualification involves the ability to manage human, financial, and information resources strategically.

**Competencies:** Financial Management, Human Capital Management, Technology Management.

ECQ 5. **Building Coalitions:** This core qualification involves the ability to build coalitions internally and with other Federal agencies, State and local governments, nonprofit and private sector organizations, or international organizations to achieve common goals.

**Competencies:** Partnering, Political Savvy, Influencing/Negotiating.

#### **PROFESSIONAL/TECHNICAL QUALIFICATIONS (PTQs)**

The applicant must file a **separate narrative response** for each PTQ and must cite examples in support of their response. Failure to do so will result in the applicant not being considered for the position.

#### **Essential**

Professional Engineering Degree from a School of Engineering with at least one curriculum accredited by the Accreditation Board for Engineering and Technology (ABET) as a professional engineering curriculum or current registration as a professional engineer by any State, the District of Columbia, Guam or Puerto Rico.

Extensive background in and knowledge of the characteristics, capabilities and requirements of global telecommunications systems, equipment, facilities and services.

A broad knowledge of and experience in electronics engineering as it relates to radio and TV broadcasting telecommunications facilities and web-based content distribution.

Extensive experience in preparing and reviewing programs for the development, construction, expansion, or modification of international broadcasting/telecommunications facilities.

Extensive current experience planning, implementing, and integrating information resource management systems.

Extensive knowledge of current technological developments/trends in desktop computing, computer networking, audio/video digital editing, data archiving, Internet site management, web site database and management tools, and web-based distribution.

Extensive experience in developing and structuring a capital and strategic planning process for information technology requirements for an international broadcasting organization.

Extensive knowledge of major project management to include related cost, schedule and performance management.

**Desirable**

Experience in evaluating international broadcasting engineering requirements and experience in establishing basic methods and operations capabilities required to meet those needs.

Experience with major overseas construction projects.

Experience in managing technical facilities dispersed overseas.

Willingness to travel at least 30 percent of the time.

**All Applicants Must Submit:**

- A completed, current OF-612 or resume.
- A memorandum describing your long-term goals.
- Detailed evidence of your possession of the Executive Core Qualifications.
- Detailed evidence of your possession of the Professional/Technical Qualifications.
- The names and addresses of three current and/or former first or second level supervisors who have direct knowledge of your background and qualifications. These supervisors may be contacted to obtain an appraisal of your management skills.
- A copy of your most recent performance appraisal, if applicable.
- As a condition of employment, male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System, or are exempt from having to do so under Selective Service law.
- Current or former Federal employees must submit a copy of your most recent SF-50, Notification of Personnel Action.

**Please fax, mail or deliver application materials to:**

The International Broadcasting Bureau  
OHR/O, Room 1543  
330 Independence Avenue, SW  
Washington, DC 20237

Fax Number: (202) 382-7541

If you desire additional information, please contact:  
Carroll Cobb on (202) 382-7518 or by e-mail at [ccobb@bbg.gov](mailto:ccobb@bbg.gov).

**Evaluation:** The applications determined to be best qualified will be reviewed by the Executive Resources Board and forwarded to the selecting official. The final selection will be subject to OPM approval.

**Drug Test:** A pre-employment drug test is required for a non-BBG applicant selected for this position. Appointment will be contingent upon a negative drug test.

Relocation expenses may be paid.

**REASONABLE ACCOMMODATIONS** are provided to applicants with disabilities. If you need reasonable accommodations for any part of the application and hiring process, please notify the Agency. The decision on granting reasonable accommodations will be on a case-by-case basis.

THE FEDERAL GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER