



# Federal Career Intern Program (FCIP)

## *Applications Requested Nov. 24 – Dec. 5*

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<b>CCID</b>	<p>The Coordinating Center for Infectious Diseases at the Centers for Disease Control and Prevention protects health and enhances the potential for full, satisfying and productive living across the lifespan of all people in all communities related to infectious diseases. You can find more information about CCID at <a href="http://www.cdc.gov/about/organization/ccid.htm">http://www.cdc.gov/about/organization/ccid.htm</a>.</p>
<b>Federal Career Intern Program</b>	<ol style="list-style-type: none"> <li>1. The FCIP is a 2-year entry-level, full-time employment and career development program designed to recruit and develop future CDC leaders.</li> <li>2. Upon successful completion of the 2-year program, FCIP participants may receive a permanent, full-time position with the CDC.</li> <li>3. FCIP is open to students and non-students. You do <u>NOT</u> have to be a student to participate in the FCIP. Refer to job postings for required qualifications.</li> <li>4. FCIP participants are eligible for federal benefits.</li> <li>5. For additional information on FCIP visit <a href="http://www.opm.gov/careerintern/QandAof12-20-00.asp">www.opm.gov/careerintern/QandAof12-20-00.asp</a>.</li> </ol>
<b>How to Apply</b>	<ul style="list-style-type: none"> <li>▪ Register with <a href="https://jobs1.quickhire.com/scripts/hhs-elp.exe">HHS Careers Intern Opportunities</a> (<a href="https://jobs1.quickhire.com/scripts/hhs-elp.exe">https://jobs1.quickhire.com/scripts/hhs-elp.exe</a>) and complete the on-line process by <b>11:59 p.m. Eastern Time on December 5, 2008</b>. Use the following pass code <b>CCID1124</b>. Please do not share this pass code.</li> <li>▪ The human resources office will evaluate your application to ensure that you meet the minimum qualifications of the position and will provide the hiring manager with a list of eligible candidates. Veterans receive preference in selection.</li> </ul> <p><b>IMPORTANT:</b> You must <u>apply on-line</u> to receive consideration for employment.</p>
<b>Pass Code</b>	<p>Select <b>CCID1124</b> as the pass code provided to you when completing the on-line process.</p>
<b>Supporting Documentation</b>	<ul style="list-style-type: none"> <li>▪ Supporting documentation may be required as part of the evaluation process. Refer to the <i>Required Documents</i> section of the job posting for information on required documentation (e.g., academic transcript, proof of military service, etc.), if any.</li> <li>▪ Failure to submit the required documentation by the deadline date will result in loss of employment consideration. Required documentation may be submitted: <ol style="list-style-type: none"> <li>1. Via fax: 770-488-1979. Include your full name (including middle initial) and "FCIP 11/24/08CCID" on each piece of supporting documentation; or</li> <li>2. Via e-mail: <a href="mailto:cdcjobs@cdc.gov">cdcjobs@cdc.gov</a>. Include your last name, first name, middle initial, "FCIP 11/24/08CCID", and a contact number in the subject line. [Example: DOE, JANE X. FCIP 11/24/08CCID, 555-555-5555]</li> </ol> </li> <li>▪ Copies are acceptable. Do not submit originals. An original may be requested at a later date.</li> <li>▪ Submit <u>only one (1) copy</u> of the supporting documentation. Multiple copies are NOT required.</li> <li>▪ All supporting documentation must be received by <b>11:59 p.m. Eastern Time on December, 5, 2008</b>, to be considered timely.</li> </ul> <p><b>IMPORTANT:</b> Please note your full name (including middle initial) and "FCIP 11/24/08CCID" on each piece of supporting documentation.</p>
<b>Positions Available</b>	<p>The number of and types of positions being recruited for are:</p> <p>Up to 20 career intern positions. The intern program begins February 2, 2009.</p> <p>Microbiologist, GS-403-05/07/09 – <b>Announcement #CCIS-STARS-2009-0002</b> Biologist, GS-401-05/07/09 – <b>Announcement #CCIS-STARS-2009-0001</b> Refer to the back of this sheet for an overview of the position, salary, location, and other position</p>

requirements.

You may be eligible for veterans' preference if you served on active duty in the United States military and were separated under honorable or general conditions. The agency adjudicates veteran preference claims based on the documentation you submit (e.g., DD-214).

**Veterans' Preference**

Code	Description of Preference Category
CPS	Compensable preference based on a service-connected disability of 30% or more
CP	Compensable preference based on a service-connected disability of 10% or more, but less than 30%
XP	Other preference granted to recipients of the Purple Heart, persons with a noncompensable service-connected disability (less than 10%), widow/widower or mother of a deceased veteran, or spouse or mother of a disabled veteran.
TP	Preference (i.e., other types of qualifying military service)
NV	Non-veteran

**Assistance**

Contact Human Resources Customer Service at [hrcs@cdc.gov](mailto:hrcs@cdc.gov) or 770-488-1725.

Position/ Announcement #	Brief Description		
Microbiologist GS-403-05/07/09 <b>CCIS-STARS-2009-0002</b>	As a trainee, may perform research scientific or laboratory diagnostic work that involves studying microorganisms or the effects of chemicals; or may conduct clinical and epidemiological studies on one or more diseases. Other specialties that may be included are mycology, bacteriology and virology.		
Biologist GS-401-05/07/09 <b>CCIS-STARS-2009-0001</b>			
Position Location and Salary Information			
Atlanta, GA	GS-5 \$30,808	GS-7 \$38,162	GS-9 \$46,680
Ft. Collins, CO	GS-5 \$31,787	GS-7 \$39,376	GS-9 \$48,164
Anchorage, AK	GS-5 \$32,567	GS-7 \$40,342	GS-9 \$49,346
<p><b>QUALIFICATIONS:</b> To be considered for a position, you must meet the minimum qualifications within 60 days of the announcement. <b>Minimum qualifications (one of the following):</b>  <b>GS-05:</b> A 4-year course of study leading to a bachelor's degree.  <b>GS-07:</b> 1 full year of graduate level education <i>or superior</i> academic achievement <b>OR</b> 1 year of specialized experience equivalent to the GS-05 in the Federal service.  <b>GS-09:</b> One year of specialized experience equivalent to the GS-07 grade level in the Federal service; <b>OR</b> Master's or equivalent graduate degree if related to the position; <b>OR</b> 2 full years of progressively higher level graduate education leading to a master's or equivalent degree; <b>OR</b> A <i>combination</i> of qualifying education and experience as noted above. Consult with the strategic recruiter for more information.</p>			