



SPECIAL RECRUITMENT NOTICE

FEDERAL CAREER INTERN PROGRAM
A 2-YEAR TRAINING AND DEVELOPMENT PROGRAM

APPLICATION OPENING PERIOD: JULY 22, 2009 THROUGH JULY 24, 2009

Position and Announcement Number	Salary	Location	CDC Organization
Management and Program Analyst, GS-0343-09 CDC FCIP09-2009-0001	GS-9: \$48,545.00	Atlanta, GA	Coordinating Office for Terrorism Preparedness & Emergency Response Financial Management Office
Public Health Analyst, GS-0685-09 CDC FCIP09-2009-0002	GS-9: \$48,545.00	Atlanta, GA	Coordinating Office for Terrorism Preparedness & Emergency Response Financial Management Office

Federal Career Intern Program	<p>THE FEDERAL CAREER INTERN PROGRAM (FCIP) is a 2-year entry-level, full-time employment and career development training program designed to prepare students and non-students for a career in public service. Upon successful completion of the program, FCIP participants may receive a permanent, full-time position with CDC.</p> <ol style="list-style-type: none"> 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. FCIP participants are eligible for federal benefits. For additional information on FCIP visit www.opm.gov/careerintern/QandAof12-20-00.asp.
How to Apply	<p>Register with HHS Careers Intern Opportunities (https://jobs1.quickhire.com/scripts/hhs-elp.exe) and follow the on-screen instructions to complete the on-line process.</p> <p>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.</p> <p>IMPORTANT: You must apply on-line by 11:59 p.m. Eastern Time on July 24, 2009 to receive consideration for employment.</p>
Supporting Documentation	<ul style="list-style-type: none"> 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. Failure to submit the required documentation by the deadline date will result in loss of employment consideration. Required documentation may be submitted: <p>FAX REQUIRED DOCUMENTATION (if applicable) * Select and Print fax cover sheets (review fax instructions), and Fax required documentation as indicated in the "Required Documents" section of the vacancy announcement to 1-866-539-4484. Alternate Fax Number 1-571-258- 4052</p> <p>* Each "type" document may require separate fax transmission. Review fax instructions for new procedures before faxing.</p>

	<p>* Required documentation must be received no later than 11:59 p.m. eastern time on the closing date of the announcement.</p> <p>* Failure to submit the required documentation will result in loss of employment consideration.</p> <p>* Each "type" document may require separate fax transmission.</p>												
Qualifications	<p>QUALIFICATIONS: To be considered for a position, you must meet the minimum qualifications within 60 days of the announcement. Minimum qualifications (one of the following):</p> <ul style="list-style-type: none"> • GS-09: One year of specialized experience equivalent to the GS-07 grade; OR Master's or equivalent graduate degree if related to the position; OR 2 full years of progressively higher level graduate education leading to a master's or equivalent degree; OR A <i>combination</i> of qualifying education and experience as noted above. <p>Refer to the actual job posting for additional information on qualifications.</p>												
Veterans' Preference	<p>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. CDC adjudicates veteran preference claims based on the documentation you submit (e.g., DD-214).</p> <table border="1"> <thead> <tr> <th>Code</th> <th>Description of Preference Category</th> </tr> </thead> <tbody> <tr> <td>CPS</td> <td>Compensable preference based on a service-connected disability of 30% or more</td> </tr> <tr> <td>CP</td> <td>Compensable preference based on a service-connected disability of 10% or more, but less than 30%</td> </tr> <tr> <td>XP</td> <td>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.</td> </tr> <tr> <td>TP</td> <td>Preference (i.e., other types of qualifying military service)</td> </tr> <tr> <td>NV</td> <td>Non-veteran</td> </tr> </tbody> </table>	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
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 or 770-488-1725.												