



## Department of Energy

Bonneville Power Administration  
P.O. Box 3621  
Portland, Oregon 97208-3621

FREEDOM OF INFORMATION ACT PROGRAM

June 21, 2024

In reply refer to: FOIA #BPA-2024-00417-F

SENT VIA EMAIL ONLY TO: PII [REDACTED]

Dale Church  
Veterans Against Federal Corruption

PII [REDACTED]

Dear Mr. Church,

This communication is the Bonneville Power Administration's (BPA) final response to your request for agency records made under the Freedom of Information Act, 5 U.S.C. § 552 (FOIA). BPA received your records request on November 14, 2023, and formally acknowledged your request on December 6, 2023.

### Request

"The complete submitted resumes (including veteran information, assessment questionnaires, cover letters, and all submitted information) for all Power System Control Craftsman (PSCC) Trainees (of any level or step) that have been hired in the last four (4) years."

### Response

BPA has searched for and gathered records from the agency's Human Resource Service Center. Personnel in that office have provided 267 pages of agency records. The records accompany this communication, with the following redactions applied:

- 325 redactions applied under 5 U.S.C. § 552(b)(6) (Exemption 6).

You'll find a detailed explanation of the applied exemptions below.

### Explanation of Exemptions

The FOIA generally requires the release of all agency records upon request. However, the FOIA permits or requires withholding certain limited information that falls under one or more of nine statutory exemptions (5 U.S.C. §§ 552(b)(1-9)). Further, section (b) of the FOIA, which contains FOIA's nine statutory exemptions, also directs agencies to publicly release any reasonably segregable, non-exempt information that is contained in those records.

### Exemption 6

Exemption 6 serves to protect Personally Identifiable Information (PII) contained in agency records when no overriding public interest in the information exists. BPA does not find an overriding public interest in a release of the information redacted under Exemption 6 — specifically, BPA employee ID numbers, social security numbers, home addresses, personal email addresses and cell phone numbers, non-federal salaries, transcripts, references, military discharge forms, medical information, veterans' preference designations, performance appraisals, and signatures. BPA cannot waive these PII redactions, as the protections afforded by Exemption 6 belong to individuals and not to the agency.

Lastly, as required by 5 U.S.C. § 552(a)(8)(A), information has been withheld only in instances where (1) disclosure is prohibited by statute, or (2) BPA foresees that disclosure would harm an interest protected by the exemption cited for the record. When full disclosure of a record is not possible, the FOIA statute further requires that BPA take reasonable steps to segregate and release nonexempt information. The agency has determined that in certain instances partial disclosure is possible and has accordingly segregated the records into exempt and non-exempt portions.

### **Certification**

Pursuant to 10 C.F.R. § 1004.7(b)(2), I am the individual responsible for the records search, the redactions applied thereto, and the records release described above.

### **Appeal**

The records release certified above is final. Pursuant to 10 C.F.R. § 1004.8, you may appeal the adequacy of the records search, and the completeness of this final release, within 90 calendar days from the date of this communication. Appeals should be addressed to:

Director, Office of Hearings and Appeals  
HG-1, L'Enfant Plaza  
U.S. Department of Energy  
1000 Independence Avenue, S.W.  
Washington, D.C. 20585-1615

The written appeal, including the envelope, must clearly indicate that a FOIA appeal is being made. You may also submit your appeal by e-mail to [OHA.filings@hq.doe.gov](mailto:OHA.filings@hq.doe.gov), including the phrase "Freedom of Information Appeal" in the subject line. (The Office of Hearings and Appeals prefers to receive appeals by email.) The appeal must contain all the elements required by 10 C.F.R. § 1004.8, including a copy of the determination letter. Thereafter, judicial review will be available to you in the Federal District Court either (1) in the district where you reside, (2) where you have your principal place of business, (3) where DOE's records are situated, or (4) in the District of Columbia.

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows:

Office of Government Information Services  
National Archives and Records Administration  
8601 Adelphi Road-OGIS  
College Park, Maryland 20740-6001  
E-mail: [ogis@nara.gov](mailto:ogis@nara.gov)  
Phone: 202-741-5770  
Toll-free: 1-877-684-6448  
Fax: 202-741-5769

Questions about this communication or the status of your FOIA request may be directed to James King, FOIA Public Liaison, at [jjking@bpa.gov](mailto:jjking@bpa.gov) or 503-230-7621. Questions may also be directed to E. Thanh Knudson, Case Coordinator (ACS Staffing Group), at 503-230-5221 or [etknudson@bpa.gov](mailto:etknudson@bpa.gov).

Sincerely,

Candice D. Palen  
Freedom of Information/Privacy Act Officer

[Attachments / Enclosures: Agency records responsive to FOIA request BPA-2024-00417-F accompany this communication.](#)

(b)(6)

**Education:** University of Florida, May 2004; B.S. Degree, Electrical Engineering

**Employment History:**

**Spectrum Engineering Resources** (Loveland, Colorado) - 11 Years, Jan 2005 – Dec 2015

Electrical Engineer

**Job Experience:** Performed construction inspection, project and contract management, field engineering, design engineering, testing and checkout for dozens of new or upgraded electrical substations ranging from 12.47kV to 230kV.

- Worked projects completely from design to construction and commissioning.
- Inspected, supervised, and approved all aspects of substation construction from earthwork, grounding, concrete, steel erection, cabling and bus work, to equipment installation.
- Design, install, test and checkout of; high voltage equipment, control schemes, metering, and Supervisory Control and Data Acquisition (SCADA). Equipment includes bus structures, power circuit breakers, power transformers, motor operated switches, reclosers, voltage regulators, metering equipment, SER/SCADA systems.
- SER/SCADA systems consisted of com circuits from yard equipment like line relays and transformers to control house SER/SCADA equipment, and com circuits from SCADA equipment to headquarters.
- Com circuits were comprised of serial cables, ethernet cables, and multi-mode fiber.
- Com equipment included modems, routers/switches, annunciators, RTUs, and SEL-RTAC.
- Inspect and test new and existing circuits and equipment for proper operation.
- Used trouble-shooting skills of reading drawings and manufacturer data while using testing equipment to analyze issues with the operation of electrical circuits, Com circuits, and equipment. Determine the proper solutions for repair and placing equipment back into service.
- Was consulted on all complicated issues to derive solutions of installation and equipment trouble.
- Performed cable pulls and wiring of transformers, circuit breakers, meter instruments, and complete relay and control panels.
- Terminated multi-mode fiber, inspected/tested for proper operation using scopes and end equipment. Terminated CAT-5 cables with RJ45 terminals and coax cables with BNC connectors..
- Performed installation of transformers, circuit breakers, reclosers, voltage regulators.
- Installed relays and other equipment into the control panels including all cable terminations, cutting, drilling, and other hand tools. Used press tools for large compression electrical fitting.
- Designed and tested station Battery Banks, configured Battery Chargers, and configured AC Automatic Transfer Switches.
- Diagnose issues such as shorted or broken cables, transformer ratios and polarity, and non-functioning equipment such as circuit breakers.
- Operated scissor lifts and boom lifts.
- Performed close visual inspection of Aluminum bus welding to confirm quality and the absence of cracks, undercut, and porosity.
- Wrote and performed substation switching, directed placement of personal protection ground locations.
- Thoroughly performed complete circuit testing, operational checkout, and SCADA checkouts with multiple entities.
- Designed and created all drawings for substations from below ground and bus structures to AC/DC Schematics to comply with RUS and other entity specifications.
- Helped design transmission lines to supply 230kV substations.
- Tasks also included contract and specification writing, contract administration, issuing bids & evaluation, material ordering, and project management.
- Worked with contractors to ensure environmental and safety plans and all regulations were adhered to including; storm water management plans, hazardous material storage and cleanup, safety meetings, NESC/NEC.
- Always seek feedback and improve systems so each project is more efficient and accurate.
- Led multiple projects and directed crews to complete jobs safely and on time.
- Trained and mentored subordinates in job duties for various duties including testing & commissioning.

- Extensively worked with regional G&T, REAs, municipalities, engineers, and contractors.
- Used various software programs including MS Office, Photoshop, Sag10, SEL Quickset, and some AutoCAD. Can quickly learn any programs and improve efficiency.

**Bonneville Power Administration (Keizer, OR) – 2 Years, Jan 2016 – Dec 2017**

GS-0850-11/12

System Protection and Control (SPC) Field Engineer

**Job Experience:** Performed tasks of system maintenance, protection and control engineering, system and event analysis, troubleshooting, fault analysis, construction supervision, test and energization of new/repaired equipment on BPA systems ranging from 12.47kV to 500kV.

- Passed and held Electrical Clearance certification on first try within a few months of hiring. Took work permits and clearances as required to trouble-shoot equipment issues.
- Trained on many equipment types: line and equipment protective relays (SEL/ABB/GE), SER/SCADA/RAS equipment (SNW/Orion/GE), revenue meters.
- Trained on SPC communications including a Day in the life of a packet.
- Understand and work on many varying system configurations, line types, bus arrangements, and protection schemes including SER/SCADA systems.
- Lead relay technicians and electricians to trouble-shoot system and equipment issues. Was consulted for difficult problems of system issues on protection, local and SCADA controls and indications. Determined proper repairs and testing.
- Maintained and trouble-shot network equipment like switches, network cards, and cables on SER.
- Created networks to connect to and program equipment including cell modems, SER, and other relays.
- Used Arbitors, Meggars, Simpsons, Oscilloscopes, Samco DC Ground Detectors, Fiber Scopes, packet sniffers, cable testers, and other equipment to trouble-shoot system issues.
- Programmed, commissioned, and trouble-shot Transfer Trip equipment including line relays, serial to fiber converters, and tone gear like Iniven.
- Reviewed test procedures and results, performed checks on the system to ensure proper operation.
- Prepare reports and help other crafts and relay technicians prepare reports on trouble issues or job status to update superiors or inform others so that the issue can be avoided in the future.
- Handle pressure situations like call-outs, trouble investigation, and placing equipment back into service with deadlines.
- Performed commission testing on new equipment like current and potential transformers, power transformers, circuit breakers.
- Analyzed system events for proper operation of equipment, protection relays, digital fault recorders, transfer trip, Remedial Action Schemes (RAS), and SCADA. Create solutions for complicated issues discovered during analysis.
- Checked relay operations and settings to verify correct operation. Performed relay setting reviews, made corrections, and updated to current BPA and NERC standards.
- Use ASPEN program to conduct short circuit analysis of the system to validate relay settings and make changes.
- Used the FLAR system to help in fault locating, and validated FLAR/Relay fault locations if possible from TLM patrol findings.
- Use GIS system to identify tower locations, structure types, right of ways, and line or span lengths.
- Directed crews for new equipment installations and change outs. Tested various equipment (transformers, relays, control circuits, SER/SCADA, etc.) to ensure proper operation prior to placing into service. Completed functional checks on altered/new circuits and equipment. Analyzed test results and in-service data to ensure accuracy and correct performance of equipment.
- Performed job briefings and constantly monitored situations to ensure safety, proper work procedures, and quality of work.

**Bonneville Power Administration (Lewiston, ID) – 4 Years, Jan 2018 – Dec 2021**

GS-0850-13

Supervisory Electrical Engineer

**Job Experience:** As District Engineer, perform the same duties as SPC Field Engineer above and supervise relay technicians and field engineers in the Lewiston/Clarkston District. Responsible for directing all District work in SPC for safely maintaining and operating the power system.

- Direct workloads to ensure all required equipment and relay setting maintenance is completed properly before compliance dates. Review all test results and paperwork prior to closing out work orders.

- Maintain up to date knowledge and understanding of regulatory standards for maintenance to ensure no equipment is missed by the tracking system causing non-compliance.
- Review switching orders and help operators create station operating directions to help avoid relay traps or un-safe situations.
- Analyze control schemes and relaying to ensure proper and safe grid operation.
- Trouble-shot SER/SEMM issues on D20 from failed I/O cards to SER failures and SEMM reporting errors.
- Conduct audits of work and procedures to ensure quality of processes and work. Initiate corrective actions both for employees and company systems.
- Review expenditures, and work performance to increase efficiency to help reduce costs. Review budgets and next years planned maintenance/construction man hours.
- Ensure employees have all required trainings and find new training opportunities.
- Review construction scopes, plans, designs, and schedules to ensure the system meets standards and operational goals while reducing costs.
- Register equipment into database tracking systems to ensure proper maintenance compliance.
- Ensure all employees take required safety trainings and identify any areas where improvements can be made.
- Report all safety incidents with reports and analysis of the situation with corrective actions to help mitigate future events.
- Actively lead crew safety meetings and District safety meetings with all crews. Present trainings and special situations where others can learn from past events.
- Write reports on inadvertent operations to create a lesson learned and corrective actions to help others avoid the same mistakes.
- Routinely visit job sites to monitor safety performance, taking immediate corrective action for any unsafe condition or action and addressing safety issues when they.
- Teach relay technicians advanced methods of testing, equipment operation, trouble-shooting, and commissioning of: protection relays, control circuits, SER/SCADA equipment, modems and other remote communication equipment like Transfer Trip and RAS.
- Assure all employees have, know how to use, and make use of PPE.
- Analyze and report all miss-operations and implement corrective actions.
- Create performance plans for employees and conduct mid-term reviews to help them meet goals. Keep open communication and address issues as they arise so that employees know where they stand and can keep growing. Reviews should never be a surprise. Seek feedback from employees and supervisor.
- Interview and hire the highest skilled employees to help the team succeed with the mission goals.
- Mentor employees so they may reach their fullest potential while building a strong team.
- Provide recognition for jobs done well, let people know where improvements can be made, give credit where it's due and admit when a mistake was made. Provided reasoning for questioned decisions and changes to work plans.
- Work with customers/stakeholders to obtain and supply data, construction plans, relay settings, and address their needs. Provide customer support and collaborate to improve the power grid. Find resolution to customer concerns like billing issues, power quality, or outage constraints. Leverage resources in both companies to find the best solutions as the regional grid is a concern for us all.
- Work very well with people from different backgrounds and careers, and understand their situations so that we can all succeed as a team.
- Consistently look for ways to improve everything. Whether it be human relations, software, routine procedures, or devising a creative solution to save up to 20 million in lost generation by reducing a project's construction outage time.

**Clearwater Power Company** (Lewiston, ID) – 4 Months, Jan 2022 - 4/25/2022

Director of Engineering

**JOB SUMMARY:** To develop, budget, administer, operate, and manage the engineering activities of the Cooperative. Manage and supervise engineering personnel and consultants involved in the system planning, and design for the Cooperative.

- Develop and manage the Cooperative's safety program including conducting monthly safety meetings, trainings, presenting to the Board of Directors, and collaborating with state wide Cooperative Safety Councils.
- Participate in the development, evaluation, and implementation of the Cooperative's Strategic Plan. Manage and empower departmental staff to meet the Cooperative objectives.

- Use knowledge of the Cooperative's policies and procedures, RUS specifications and requirements, State and Federal regulations, National Electrical Safety Code (NESC), National Electrical Code (NEC) to safely and accurately implement electrical grid upgrades and interpret this information for other personnel.
- Plan and coordinate engineering work so that adequate lead time is given to the Operations and Purchasing Departments for efficient crew scheduling and material sourcing.
- Assists public members with matters concerning power use, motor loading, power factor, and provide assistance to the Operations Department or members in areas related to power quality issues.
- Install equipment to monitor voltage in member homes to address concerns.
- EM Interference testing to address Member concerns and locate sources of power line interference.
- Responsible for construction specifications of the Cooperative, ensuring proper physical and electrical design, including specifications of purchased transmission, distribution, and substation facilities equipment.
- Provide technical support with voltage drop analysis, motor start analysis, and fault current analysis, relay coordination, SCADA system including Dispatch displays, and other technical applications.
- Analyze and modify the electrical protection of the transmission, substation, and distribution system to ensure the proper application of protective equipment.
- Specify equipment and maintenance plans for the continued operation of the power system.
- Correct and expand the SCADA system using Cell Modems, SAT Internet, SEL-RTAC, and VPN networks.
- Manage the revenue metering systems and analyze any meter issues including automatic reads using power line carrier with base-station equipment on a transformer in the substations.
- Review protective relay events and assist on outages to ensure prompt restorations. Respond after hours to analyze equipment and help crews restore service.
- Diagnose and implement solutions for equipment and control failures for Substation and SCADA equipment.

**Bonneville Power Administration** (Clarkston, ID) – 8 Months, Oct 2022 – Present

GS-0850-12 Step10

System Protection and Control (SPC) Field Engineer

**Job Experience:** Performing the same duties as SPC Field Engineer (Keizer, OR) above; while also cross-training with the PSC-TFST crew, and working with them to test and maintain the communication system.

- Joined the Safety Proctor Corps to represent CLHQ crews and address any safety concerns.
- Trouble-shoot and repair remote communications to protective relays. Teach supervisor and relay technicians how to use and diagnose issues while using the software, FIN network, and D400s.
- Teach supervisor and relay technicians the use of Fiber Scopes, software, and additional fiber cleaning techniques in accordance with fiber cleaning and maintenance guides.
- SCADA D20 and PMU trainings scheduled for June.
- Perform testing and maintenance on Alcatel MDR DS1 and OC3 frequency diverse microwave radios using various test equipment such as Agilent Spectrum Analyzers, Field Fox Spectrum Analyzer, Agilent Power Meter, and various RF attenuators.
  - Inspected radios for issues such as alarms, performance, loose connections, wave guide issues.
  - Setup and adjusted test equipment for the test to be performed.
  - Performed annual and major routine maintenances by testing power supplies, oscillator cards, transmitters, receivers, and alarms for expected frequencies and power levels.
  - Adjusted frequency and power levels as required to bring back into specifications.
  - Noted any adjustments made and other test result deviations that should be tracked for the District Engineer to review.
- Used Optical Power Meters to test fiber specifications such as attenuation loss, and to verify continuity from site to site for each port.
- Used Cletop, one-clicks, swabs, and alcohol pads for cleaning while scoping to determine connector health.
- Performed patch panel maintenances on dark fibers to monitor cable, splice, and termination integrity.
  - Inspected panel, cable, fiber, and connectors for any issues and performed cleaning and scoping.
  - Setup and used Viavi/JDSU TBERD 6000A with appropriate launch cables to perform OTDR traces of dark fiber circuits.
  - Recorded fiber lengths and losses while looking for any deviations in length or expected loss from splices or damage.
  - Flagged existing and new breaks or any other concerns for the DE to review.

- Performed work on DS1 multiplexer to install SRU/HSU/OHSU cards and configure circuits. Performed BER tests to verify proper circuit function at applicable data rates.
- Logged into the ONS SONET multiplexers to view in-service configurations. Configured and tested new circuits in an ONS lap setup.
- Program VHF mobile radios and test for proper operation and tuning of transmit and receive.
- Tested VHF antenna VSWR and insertion loss using the Field Fox CAT mode and tuned antenna for optimal frequency.
- Used Field Fox Network Analyzer mode to test VHF band-pass and reject duplexers for insertion loss and return loss while tuning as needed for optimal receive and transmit frequencies while keeping insertion loss low and isolation high.
- Tested and adjusted VHF cavities to pass or block specific frequencies.

**Personal Time Activities:**

- Volunteer Evergreen Rural Fire Department where I fight fires, drive fire engines, teach VHF mobile and hand-held radio usage, use chainsaws, repair vehicles and equipment.
- Over 20 years of Rock Climbing including Ice Climbing and Mountaineering.
- Avalanche safety trained with many years of back-country skiing.
- Many years of building and using full size off-road vehicles including rock crawling.
- Over 20 years of completing my own vehicle maintenance including SUVs, Trucks, Boats, and now a skid-steer. Tasks include joints, suspensions, axles, drive shafts, modifications and fabrication, differential re-build, engine re-fresh, carburetors, fuel systems, air systems, and hydraulics.
- Setup and operate all types of tools such as drills, presses, saws, grinders, sand blasters, winches, hoists, snakes, conduit benders, wire/cable cutters, wire strippers, wire crimps, chain saws.
- Operate Track Hoes, Track Skid-steers.
- Perform all my own house/shop modifications and maintenance.



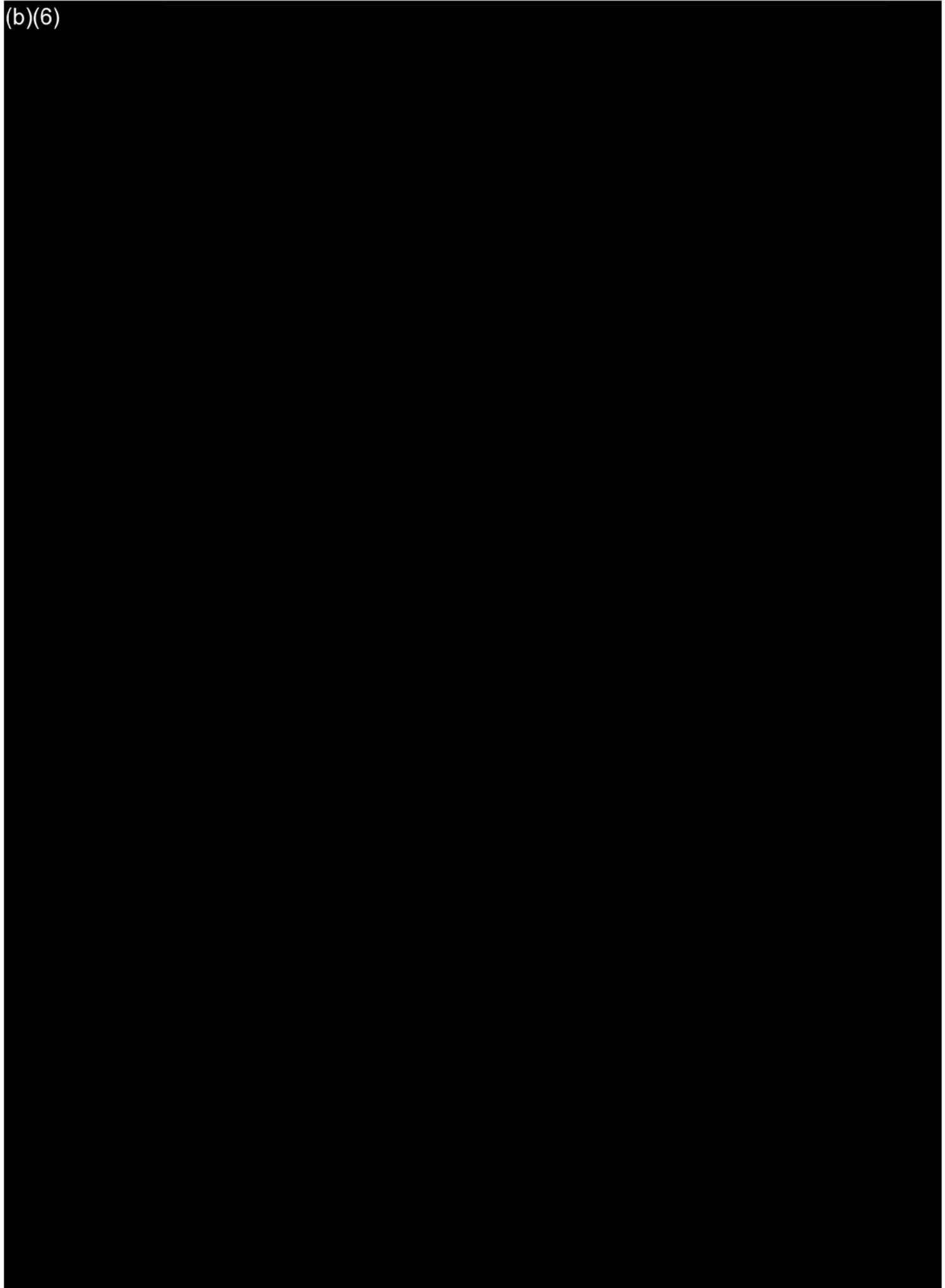
**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>BLESSINGER, CHRISTOPHER R</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth <b>[REDACTED]</b>		4. Effective Date <b>01/01/2023</b>					
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>								
5-A. Code <b>894</b>		5-B. Nature of Action <b>GEN ADJ</b>			6-A. Code		6-B. Nature of Action						
5-C. Code <b>QHP</b>		5-D. Legal Authority <b>REG 530.322(A)</b>			6-C. Code		6-D. Legal Authority						
5-E. Code <b>ZLM</b>		5-F. Legal Authority <b>E.O. 14090 DTD 12/23/2022</b>			6-E. Code		6-F. Legal Authority						
7. FROM: Position Title and Number <b>ELECTRICAL ENGINEER J00086 00004864</b>					15. TO: Position Title and Number <b>ELECTRICAL ENGINEER J00086 00004864</b>								
8. Pay Plan <b>GS</b>		9. Occ. Code <b>0850</b>	10. Grade or Level <b>12</b>	11. Step or Rate <b>10</b>	12. Total Salary <b>\$113,839.00</b>	13. Pay Basis <b>PA</b>	16. Pay Plan <b>GS</b>		17. Occ. Code <b>0850</b>	18. Grade or Level <b>12</b>	19. Step or Rate <b>10</b>	20. Total Salary/Award <b>\$118,499.00</b>	21. Pay Basis <b>PA</b>
12A. Basic Pay <b>\$88,792.00</b>		12B. Locality Adj. <b>\$25,047.00</b>	12C. Adj. Basic Pay <b>\$113,839.00</b>		12D. Other Pay <b>\$0</b>	20A. Basic Pay <b>\$92,429.00</b>		20B. Locality Adj. <b>\$26,070.00</b>	20C. Adj. Basic Pay <b>\$118,499.00</b>		20D. Other Pay <b>\$0</b>		
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES SPOKANE DISTRICT SPC LEWISTON  DN00820TFSL CLARKSTON WA USA</b>					22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES SPOKANE DISTRICT SPC LEWISTON  DN00820TFSL CLARKSTON WA USA</b>								
<b>EMPLOYEE DATA</b>													
23. Veterans Preference <b>(b)(6)</b>				24. Tenure <b>1</b>				25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>			
27. FEGLI <b>B0 WAIVED</b>				28. Annuitant Indicator <b>9 NOT APPLICABLE</b>				29. Pay Rate Determinant <b>6 SPECIAL RATE</b>					
30. Retirement Plan <b>KF FERS FRAE AND FICA</b>			31. Service Comp. Date (Leave) <b>09/20/2016</b>		32. Work Schedule <b>F FULL TIME</b>			33. Part-Time Hours Per Biweekly Pay Period					
<b>POSITION DATA</b>													
34. Position Occupied <b>1</b>			35. FLSA Category <b>E</b>		36. Appropriation Code <b>RR-CF02</b>			37. Bargaining Unit Status <b>1482</b>					
38. Duty Station Code <b>530360003</b>			39. Duty Station (City - County - State or Overseas Location) <b>CLARKSTON ASOTIN WA USA</b>										
40. Agency Data		41. EMPLID <b>(b)(6)</b>		42.		43.		44.					
45. Remarks <b>SALARY INCLUDES A GENERAL INCREASE PERCENTAGE AND A SPECIAL SALARY RATE SUPPLEMENT.</b>													
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>					50. Signature/Authentication and Title of Approving Official <b>ELECTRONICALLY SIGNED BY: LIZA A. ROSA DIRECTOR, HUMAN RESOURCES SERVICE CENTER</b>								
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>01/01/2023</b>									

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>DRISCOLL, DENISE KATHLEEN</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth [REDACTED]		4. Effective Date <b>01/02/2022</b>			
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>						
5-A. Code <b>894</b>		5-B. Nature of Action <b>GEN ADJ</b>			6-A. Code		6-B. Nature of Action				
5-C. Code <b>ZVB</b>		5-D. Legal Authority <b>P.L. 104-50</b>			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number <b>AIRWAY TRANSPORTATION SYSTEMS SPEC</b>  <b>WWR14-EUG EUGW43H</b>					15. TO: Position Title and Number <b>AIRWAY TRANSPORTATION SYSTEMS SPEC</b>  <b>WWR14-EUG EUGW43H</b>						
8. Pay Plan <b>FV</b>	9. Occ. Code <b>2101</b>	10. Grade or Level <b>H</b>	11. Step or Rate <b>00</b>	12. Total Salary <b>\$85404.00</b>	13. Pay Basis <b>PA</b>	16. Pay Plan <b>FV</b>	17. Occ. Code <b>2101</b>	18. Grade or Level <b>H</b>	19. Step or Rate <b>00</b>	20. Total Salary/Award <b>\$87471.00</b>	21. Pay Basis <b>PA</b>
12A. Basic Pay <b>\$73656.00</b>		12B. Locality Adj. <b>\$11748.00</b>	12C. Adj. Basic Pay <b>\$85404.00</b>		12D. Other Pay <b>\$0.00</b>	20A. Basic Pay <b>\$75276.00</b>		20B. Locality Adj. <b>\$12195.00</b>	20C. Adj. Basic Pay <b>\$87471.00</b>	20D. Other Pay <b>\$0.00</b>	
14. Name and Location of Position's Organization <b>TD03 VP, TECHNICAL OPERATIONS</b> <b>DIR, TECHNICAL OPERATIONS WSA</b> <b>SEATTLE DISTRICT OFFICE</b> <b>PORTLAND GROUP</b> <b>EUGENE SSC</b> <b>EUGENE, OREGON</b>					22. Name and Location of Position's Organization <b>TD03 VP, TECHNICAL OPERATIONS</b> <b>DIR, TECHNICAL OPERATIONS WSA</b> <b>SEATTLE DISTRICT OFFICE</b> <b>PORTLAND GROUP</b> <b>EUGENE SSC</b> <b>EUGENE, OREGON</b>						
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b>				24. Tenure <b>1</b>				25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>	
27. FEGLI <b>C0 BASIC ONLY</b>				28. Annuitant Indicator <b>9 NOT APPLICABLE</b>				29. Pay Rate Determinant <b>0</b>			
30. Retirement Plan <b>K FERS &amp; FICA</b>			31. Service Comp. Date (Leave) <b>05/08/2005</b>		32. Work Schedule <b>F FULL-TIME</b>			33. Part-Time Hours Per Biweekly Pay Period			
<b>POSITION DATA</b>											
34. Position Occupied <b>2</b>			35. FLSA Category <b>N</b>			36. Appropriation Code <b>0005589</b>			37. Bargaining Unit Status <b>0067</b>		
38. Duty Station Code <b>41-1720-017</b>				39. Duty Station (City - County - State or Overseas Location) <b>REDMOND, DESCHUTES, OREGON</b>							
40. Agency Data <b>FUNC CLS 00</b>		41. [REDACTED]		42. EDUC LVL 04		43. SUPV STAT 8		44. POSITION SENSITIVITY MODERATE RISK			
45. Remarks SALARY IN BLOCK 12A IS BASED ON PAY BAND H , SPECIALIZED JOB CATEGORY, LEVEL 3 . SALARY IN BLOCK 20A IS BASED ON PAY BAND H , SPECIALIZED JOB CATEGORY, LEVEL 3 . IN ACCORDANCE WITH CONTRACTUAL REQUIREMENTS EMPLOYEE ELIGIBLE FOR TRUE TIME AND ONE HALF OVERTIME COMPENSATION SALARY INCLUDES A LOCALITY-BASED PAYMENT OF 16.20% (IN BLOCK 20B)											
46. Employing Department or Agency <b>TD - FAA</b>					50. Signature/Authentication and Title of Approving Official <b>220250342 / ELECTRONICALLY SIGNED BY:</b> <b>KATHLEEN KOWSKY</b> <b>AUTHORIZING OFFICIAL</b>						
47. Agency Code <b>TD03</b>		48. Personnel Office ID <b>3218</b>		49. Approval Date <b>01/02/2022</b>							

(b)(6)



# Denise Driscoll

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Address: (b)(6)

Mobile Phone (b)(6)

Work Phone

Email: (b)(6)

## Career Objective

Seeking employment with Bonneville Power Administration as a Power Systems Control Craftsman Trainee.

## Personal Profile

Airway Transportation Systems Specialist for the Federal Aviation Administration.

Responsible for the maintenance and repair of equipment located at and surrounding the Roberts Field Airport in Redmond, OR, including but not limited to: ATCBI-6 radar beacon interrogator, Communication Systems consisting of telecommunication voice switches, VHF and UHF air to ground radios, Low Density Microwave Radio Control Link, FM handheld and mobile radios, electronic navigational aids, visual navigational aids, auxiliary power systems including lead acid batteries, battery charge control systems, and engine generators.

## Employment History

### Federal Aviation Administration

#### Airway Transportation Systems Specialist 2101

May 2011 – Present

Eugene Systems Support Center  
Redmond, Oregon Work Center

Journeyman Electronics Technician responsible for the maintenance, modification and repair of a variety of electronics systems supporting the Air Traffic Control Tower located in Redmond, OR, and Seattle Operations Control Center in Seattle, WA.

### Communications Systems

Air to ground VHF and UHF transmitters and receivers

- Performs preventative and corrective maintenance on Motorola CM-300s located at the Air Traffic Control Tower and remote communication sites.
- Tests transmitter power output, frequency, receiver sensitivity and selectivity using test equipment such as watt meters and communication test sets. Tests VSWR and Distance to Fault of transmission lines using the Anritsu time domain reflectometer (TDR).
- Key player on radio upgrade from GRR/GRT air to ground radios to the new CM-300. Worked closely with engineers to ensure the new RF system being installed would be maintainable. This resulted in the RF system being redesigned so there would be no loss of service for any frequencies during maintenance activities, and ensured that maintenance could be done during tower operations and not overnight.

- Key player in assisting the spectrum analysis team to locate the source of an AM signal interfering with the remote radio communications site by providing site configuration and specifications. Determined the interference was coming from an AM sports radio broadcast.
- Provided systems knowledge to the spectrum analysis team to determine the source of interference on the receivers located at the Air Traffic Control Tower. Determined that a lightning arrestor failed, which allowed various radios off frequency to break squelch.

#### Emergency Communications

- National Radio Communications System (VHF/FM). Performs regular preventative and corrective maintenance, including testing communications with other agencies, and programming for new vehicle installations. Used for inter-agency communications in case of natural disasters, national emergencies, hijacking, accident investigations, rescue operations, and various other events where normal communications could be lost.
- Performs software updates, including codeplug assignments.

#### Telecommunications

- Performs corrective maintenance on mini demarcs, 66-blocks, and miscellaneous telco services throughout my area of responsibility.
- Consulted construction prints and as-built drawings to troubleshoot telecommunication wiring, and used 66-block punch down tool to repunch loose connections to restore the small tower voice switch to service.
- Troubleshot loss of monitoring for VHF Omnidirectional Range Tactical Air Navigation (VORTAC) system, using AM-44 transmission test set and found loose connections from equipment block to the mini demarc.
- Worked under journeyman supervision to maintain the Low Density Radio Control link that passed information and control signals from a remote location in Kimberly, OR to controllers in Seattle Washington.

#### **Air Traffic Control Radar Beacon Interrogator**

- Performs preventative and corrective maintenance and modifications on the Air Traffic Control Radar Beacon system, operating in the UHF microwave band at 1.09GHz and 1.03GHz.
- Tests pulse width, timing and power out, operational system sensitivity, frequency using test equipment such as oscilloscopes, power meters, frequency counters, and monopulse beacon test sets.
- Key player in modifying the antenna rotation speed to provide better sight and service for air traffic controllers located in Seattle, WA.
- Regularly consulted by other journeymen on difficult issues. Walked a colleague through trouble shooting and corrective actions on a Cisco switch after a loss of power at their site. Helped a subject matter expert fine tune power adjustments on a radar located in Klamath Falls.
- Traveled to other locations outside of work area to assist in troubleshooting failed receivers and established new operating parameters based on the modified set up.

#### **Networking Systems**

- Install, maintain and modify networks such as the remote communication outlet system, which involves Cisco Routers, KVM switches, generic networking switches that sends data and control signals to Seattle Air Traffic Control.
- Used ethernet crimpers to recable flight data input/output (FDIO) modification because cables provided weren't the correct length.
- Installed and repaired network systems for the flight data input/output (FDIO) system located inside the air traffic control tower.

## **Auxiliary Power Systems**

- Performs preventative and corrective maintenance on engine generator and transfer switches used for back up power at the air traffic control tower and remote sites. Uses multimeters to ensure proper voltage and current, laser thermometers to verify engine block temperatures, and performs other mechanical maintenance as required in accordance with manufacture specifications.
- Performs maintenance on Lead Acid Battery systems. Uses multimeters and current meters to verify float voltages, individual cell voltage, and system current. Uses cellcorders to verify internal resistance. Checks specific gravity.

## **Other Skills and Abilities**

- Regular use of schematics and block diagrams to troubleshoot to the component level on RF navigation systems, radar systems, and communication systems.
- Regular use of maintenance handbooks to ensure equipment is meeting standard parameters.
- Routine use of power drills for maintenance activities and minor projects.
- Regularly collects data and records it on technical performance reports. I use this data to monitor system health, such as voltages of battery systems, receiver sensitivity, transmit power, and approach angles; analyze data and make adjustments if I see equipment going out of tolerance.
- Responsible for training new hires in proper practices and how to compare and interpret data.
- Use of construction drawings of the air traffic control tower to locate underground power cables, transmission lines, and water lines where construction crews would be digging for various installation projects.
- Regularly uses levels to calibrate inclinometers for the Precision Approach Path Indicator to ensure a 3 degree glide path to the runway.

## **TUV Rheinland**

### **Long Term Outdoor Exposure manager**

**Oct 2009 – May 2011**

Phoenix, AZ

Electronics Technician responsible for the installation and maintenance of solar panel projects to determine effectiveness of new panel types in real world situations.

- Built data collection systems to monitor and record parameters such as temperature, current, and voltages in determining efficiency and power output of equipment.
- Analyzed data for long term outdoor exposure projects from manufacturers to determine efficiency and system performance of new types of solar panels. Prepared and delivered reports on a weekly basis to clients with data specific to their needs.
- Regularly used drill presses, power drills, reciprocating saws, trenchers, and various hand tools to build scaffolding and mounting hardware for solar panel installations.
- Responsible for training and general oversight of ASU student interns as part of their electrical engineering solar focus degrees.
- Created schematics and documentation for each solar project installed.

## **Military Experience**

**United States Navy**

**Electronics Technician**

**May 2001 to May 2007**

USS Halsey DDG 97 - 2004 to 2007

Electronics Technician, 2<sup>nd</sup> class

- Primary EHF satellite communication systems and Digital Modular Radio technician.
- Work Center Maintenance Material Manager. Created maintenance schedules for the Combat Systems Communication and Radar work centers.
- Interior Wireless Communications Systems Coordinator. Responsible for the installations, preventative and corrective maintenance and inventory of the Motorola hand held and base station internal communication system.
- Received Navy and Marine Corps Achievement Medal, Navy Good Conduct Medal, National Defense Service Medal.

NAS Brunswick Maine - June 2002 to 2004

Electronics Technician, 3<sup>rd</sup> class

- Communication System Technician.
- Maintained and repaired GRT/GRR transmitter and receivers used for air traffic communications.
- LENEL Security Systems Technician. Installed and maintained and repaired base security system and dispatch equipment. Responsible for installation of mobile and hand held radios into new security guard vehicles, and programming to ensure they communicated with new dispatch center.
- Department Transportation PO. Responsible for basic maintenance of air field vehicles, ensuring they meet criteria to operate on runways and movement areas.
- Assistant Training PO.

Electronics Technician "C" school

Great Lakes, IL

Jan 2002 to June 2002

- 4947 Security Systems maintenance school
- EHF Satellite communications

Electronics Technician "A" school

Great Lakes, IL

August 2001 to Jan 2002

- Radar theory and lab, component level troubleshooting, circuit analysis, systems level troubleshooting.

Basic Electronics Technical Training  
Great Lakes, IL  
June 2001 to August 2001

- Basic electronics foundation school required as a background school to enter Electronics Technician "A" school.
- Classes included fundamental of DC and AC theory and application; and work with electronic measurement devices, test equipment, transistor circuits including amplifiers, oscillators, OP amplifiers, and digital circuits, including flip flops, counters, and registers.

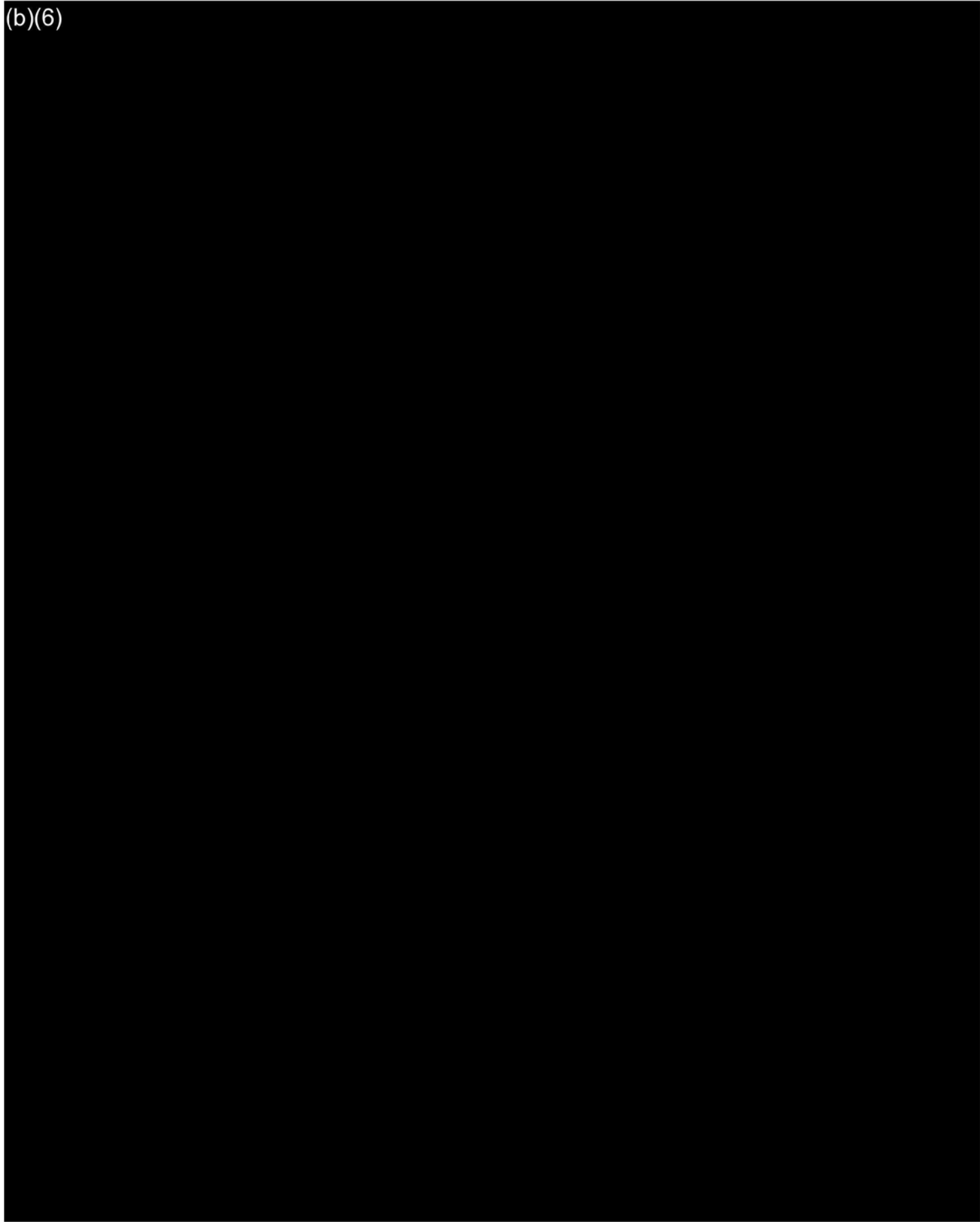
## **Education**

Arizona State University Online  
Electronics Engineering – 2013-2017

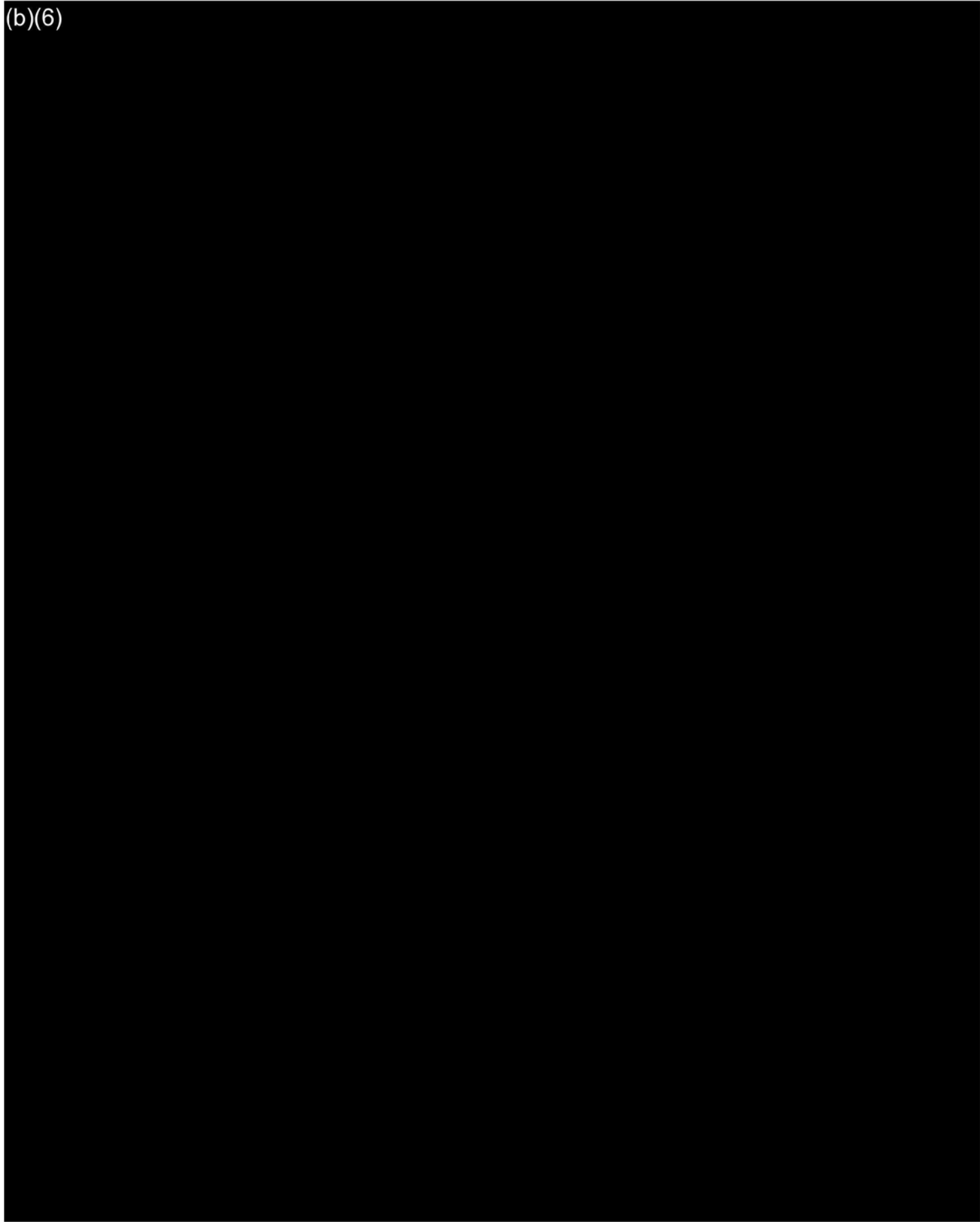
Mesa Community College, Mesa, AZ  
Electronics Technology - 2007-2009



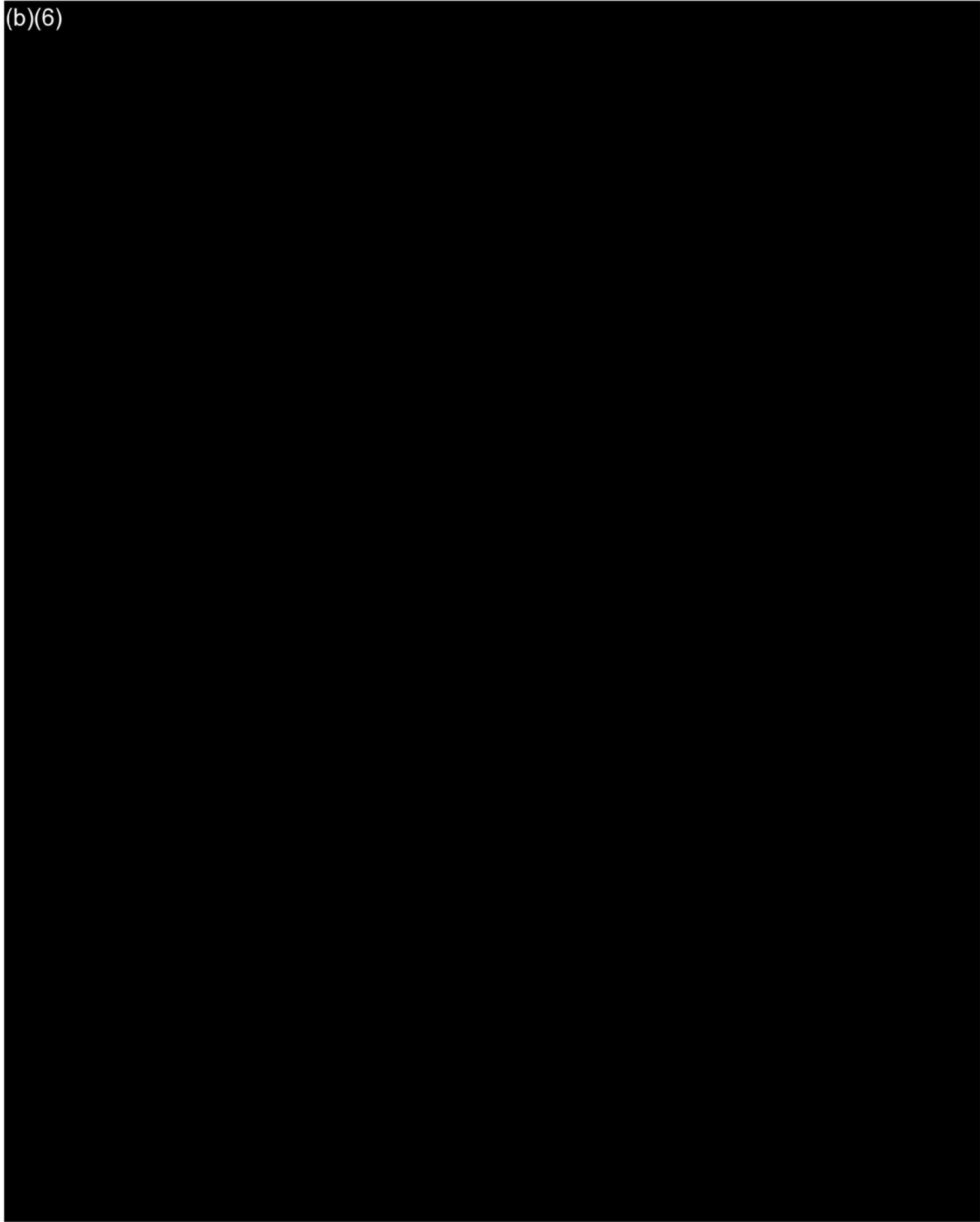
(b)(6)



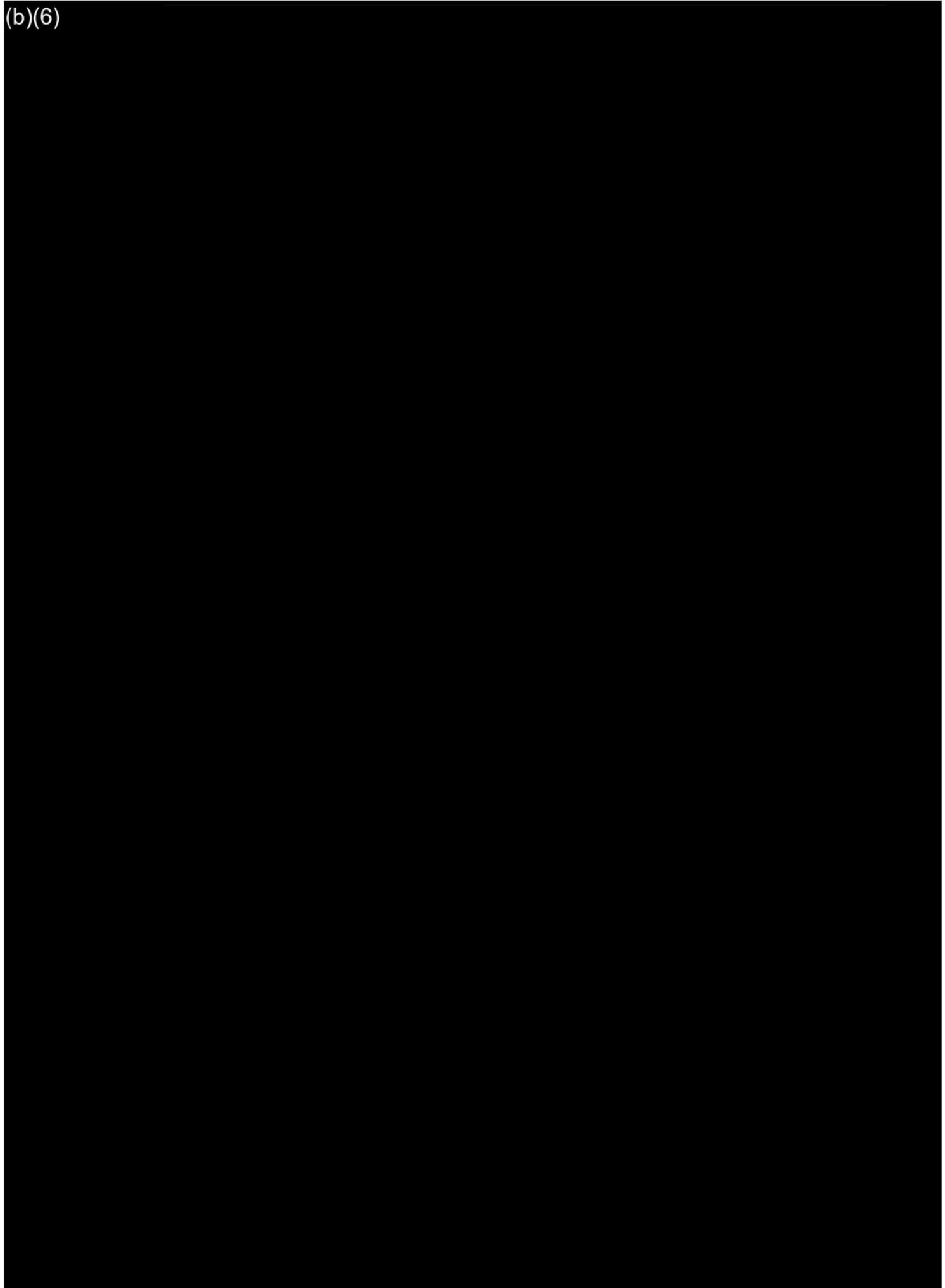
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(b)(6)



**Hector Ybarra**

(b)(6)

Email: (b)(6)

**Work Experience:**

**Union Pacific Railroad**

1000 East 1st St.

The Dalles, OR 97059 United States

**05/2008 - Present**

**Hours per week: 40**

**Signal Maintainer**

**Supervisor:** (b)(6)

**Okay to contact this Supervisor:** Contact me first

- o Installs, troubleshoots, and maintains radio communications and IP Networking equipment utilizing ethernet, RF, and fiber optics used to send and receive controls and indication information from the dispatching center to the wayside equipment interfaces
- o Utilizes electronic test sets/instruments and multimeters on signaling equipment inspections to create test reports for the federal railroad administration
- o Responsible for maintaining over 100 miles of overhead and underground transmission lines, transformers, permanent and mobile generators, rectifiers, and battery chargers as well as over 1000 batteries
- o Helped create a new safety standard matrix, now in use across the railroad for assessing risk during emergency slide fence detector repair
- o Continuously in the top 10% of ticket reduction maintainers on the system
- o Experienced with the safe use of a variety of hand tools, power tools, and machinery used to install and maintain a wide range of electric, hydraulic, and mechanical equipment
- o Troubleshoots failures and restores service for a variety of signal equipment including UHF/VHF transceivers, GPS, cellular networks, and multiplex equipment
- o Possesses a class A driver's license, works independently during all hours in isolated areas during all weather conditions

**US Army National Guard**

1100 NW Kings Blvd

Corvallis, OR 97330 United States

**02/2004 - Present**

**Hours per week: 14**

**Supervisor/ Instructor/Trainer**

**Supervisor:** (b)(6)

**Okay to contact this Supervisor:** Yes

- o Chosen above 200 other applicants for new position managing over 40 personnel

- o Holds multiple military occupational specialties; chemical, biological, radiological, and nuclear specialist (CBRN), engineering equipment operator, and Infantryman
- o works with complex measuring/metering equipment as well as safely operating heavy machinery
- o Skilled Risk Manager with extensive experience in developing and implementing successful risk management policies
- o Active secret security clearance

**Job Related Training:**

- o UPRR Electronic technician training program
- o Cleveland Institute of Electronics technology program
- o UPRR Data communications program & Crossing warning school
- o US Army maneuver Senior leader course; Graduated top of the class
- o US Army Advanced leader course & basic leader course

## NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) <b>Ybarra Hector J</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth		4. Effective Date <b>01-14-2024</b>			
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>						
5-A. Code <b>702</b>		5-B. Nature of Action <b>Promotion</b>			6-A. Code		6-B. Nature of Action				
5-C. Code <b>J8M</b>		5-D. Legal Authority <b>Pub. L. 107-288</b>			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number <b>Power System Control Craftsman Trainee 6 PD: J07865 Position: 00005754</b>					15. TO: Position Title and Number <b>Power System Control Craftsman Trainee 7 PD: J07866 Position: 00005754</b>						
8. Pay Plan <b>BB</b>	9. Occ. CD <b>2604</b>	10. Grade/Level <b>00</b>	11. Step/Rate <b>00</b>	12. Total Salary <b>\$60.82</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>BB</b>	17. Occ. CD <b>2604</b>	18. Grade/Level <b>00</b>	19. Step/Rate <b>00</b>	20. Total Salary/Award <b>\$62.02</b>	21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$60.82</b>		12B. Locality Adj. <b>\$0</b>	12C. Adj. Basic Pay <b>\$60.82</b>		12D. Other Pay <b>\$0</b>	20A. Basic Pay <b>\$62.02</b>		20B. Locality Adj. <b>\$0</b>	20C. Adj. Basic Pay <b>\$62.02</b>		20D. Other Pay <b>\$0</b>
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Transmission Services The Dalles District PSC The Dalles  DN00820TFDC The Dalles OR USA</b>						22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Transmission Services The Dalles District PSC The Dalles  DN00820TFDC The Dalles OR USA</b>					
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b> 1-None 3-10 Point/Disability 5-10 Point/Other 2-5 Point 4-10 Point/Compensable 6-10 Point/Compensable/30%				24. Tenure <b>2</b> 0-None 2-Conditional 1-Permanent 3-Indefinite		25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>			
27. FEGLI <b>C0 Basic Only</b>				28. Annuitant Indicator <b>9 Not Applicable</b>				29. Pay Rate Determinant <b>0</b>			
30. Retirement Plan <b>KF FERS FRAE and FICA</b>			31. Service Comp. Date (Leave) <b>06-16-2017</b>			32. Work Schedule <b>F Full Time</b>			33. Part-Time Hours Per Biweekly Pay Period		
<b>POSITION DATA</b>											
34. Position Occupied <b>2</b> 1-Competitive Service 3-SES General 2-Excepted Service 4-SES Career Reserved			35. FLSA Category <b>N</b> E-Exempt N-Nonexempt		36. Appropriation Code <b>RR-CF02</b>			37. Bargaining Unit Status <b>1468</b>			
38. Duty Station Code <b>412060065</b>			39. Duty Station (City-County-State or Overseas Location) <b>The Dalles Wasco OR USA</b>								
40. Agency Data <b>(b)(6)</b>		41. FPM/DT ID		42.		43.		44. PAR Number: <b>38577</b>			
45. Remarks <b>- Approved By Craft Committee 01/11/24.</b>											
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>						50. Signature/Authentication and Title of Approving Official					
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>01-16-2024</b>		Electronically Signed by: <b>Liza A. Rosa Director, Human Resources Service Center</b>					

# NOTICE TO EMPLOYEE

This is your copy of the official notice of a personnel action. Keep it with your records because it could be used to make employment, pay, and qualifications decisions about you in the future.

## The Action

- Blocks 5-B and 6-B describe the personnel action(s) that occurred.
- Blocks 15-22 show the position and organization to which you are assigned.

## Pay

- When the personnel action is an award or bonus, block 20 shows the amount of that one-time cash payment. When the action is not an award or bonus, block 12 shows your former total annual salary, and block 20 shows your new total annual salary (block 20C plus 20D). The amounts in blocks 12 and 20 do not include any one-time cash payments (such as performance awards and recruitment or relocation bonuses) or payments that may vary from one pay period to the next (such as overtime pay), or other forms of premium pay.
- Block 20A is the scheduled amount for your grade and step, including any special salary rate you receive. It does not include any locality-based pay. This rate of pay serves as the basis for determining your rate of pay upon promotion, change to a lower grade, or reassignment, and is used for pay retention purposes.
- Block 20B is the annual dollar amount of your interim Geographic Adjustment or, beginning in 1994, your locality-based comparability payment.
- Block 20C is your Adjusted Basic Pay, the total of blocks 20A and 20B. It serves as the basis for computing your retirement benefits, life insurance, premium pay, and severance pay.
- Block 20D is the total dollar amount of any Retention Allowances, Supervisory Differentials, and Staffing Differentials that are listed in the remarks block. These payments are made in the same manner as basic pay, but are not a part of basic pay for any purposes.

## Block 24 - Tenure

- Identifies the nature of your appointment and is used to determine your rights during a reduction in force (RIF). Tenure groups are explained in more detail in subchapter 2 6 of FPM Supplement 296-33 and RIF is explained in FPM Supplement 351- 1; both should be available for review in your personnel office.

## Block 26 - Veterans Preference for RIF

- Indicates whether you have preference for reduction-in-force purposes.

## Block 30 - Retirement Plan

- **FICA** - Social Security System
- **CS** - Civil Service Retirement System
- **CS-Spec** - Civil Service Retirement for law enforcement and firefighter personnel
- **FS** - Foreign Service Retirement and Disability System
- **FERS** - Federal Employees' Retirement System
- **FERS-Reserve Tech** - Federal Employees' Retirement System for National Guard Reserve Technicians
- **FERS-ATC** - Federal Employees' Retirement System for Air Traffic Controllers
- **FERS-Spec** - Federal Employees' Retirement System for law and firefighter personnel
- **FSPS** - Foreign Service Pension System

## Block 31 - Service Computation Date (Leave)

- Shows when your Federal service began unless you have prior creditable service. If so, this date is constructed to include your total years, months and days of prior creditable civilian and military service.
- Full-time employees with fewer than 3 years of service earn 4 hours of annual leave each pay period; those with 3 or more years but less than 15 years earn 6 hours each pay period; and those with 15 or more years earn 8 hours each pay period.
- Your earnings and leave statement or your time and attendance card will show the rate at which you earn leave and your current unused leave balance.

## Block 32 - Work Schedule

- Your work schedule is established by your supervisor.
- A full-time employee works on a prearranged scheduled tour of duty that is usually 40 hours per week. A part-time employee has a prearranged scheduled tour of duty that is usually between 16 and 32 hours per week.
- An intermittent employee has no scheduled tour of duty and works when needed.
- Full-time and part-time employees whose appointments are for 90 days or more are usually eligible to earn annual leave; intermittent employees are not.
- Seasonal employees work on an annually recurring basis for periods of less than 12 months each year; they may have a full-time, a part-time, or an intermittent schedule during their work season.
- On-call employees work during periods of heavy workload and are in pay status for at least 6 months of each year; they may have either a full-time or a part-time schedule when they are in pay status.

## Block 33 - Part-time Hours Per Biweekly Pay Period

- Indicates the number of hours a part-time employee is scheduled to work during a two week pay period.

## Block 34 - Position Organization

- Identifies the employment system under which you are serving -- the Competitive Service, the Excepted Service, or the Senior Executive Service (SES).
- The employment system determines your eligibility to move to other jobs in the Federal service, your rights in disciplinary and adverse actions, and your eligibility for reemployment if you leave Federal service.

## Block 35 - FLSA Category

- Exempt employees are not covered by the minimum wages and overtime law (the Fair Labor Standards Act); nonexempt employees are covered.

## Block 37 - Bargaining Unit Status

- Identifies a bargaining unit to which you belong, whether or not you are actually a member of a labor organization. Code "7777" indicates you are eligible but not in a bargaining unit; code "8888" indicates you are ineligible for inclusion in a bargaining unit.

## Blocks 38 and 39 - Duty Station

- Identifies the city, county, and state or the overseas location, where you actually work.

## OTHER INFORMATION

- If your appointment entitles you to elect health benefits or life insurance, and you have not been provided materials explaining the programs available and the enrollment forms, contact your personnel specialist.
- Your personnel specialist will also tell you if your position is covered by an agreement between an employee organization (union) and your agency. If you are eligible to and elect to join an employee organization, you can elect to have your dues withheld from your salary.
- If you have questions or need information about your rights or benefits, ask your supervisor or your personnel office.
- Definitions for any coded data in Blocks 1-24, 27-39 and 45-50 may be found in Federal Personnel Manual Supplement 291- 1.

It is your responsibility to read all the information on the front of this notice and tell your personnel office immediately if there is an error in it.



## NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) <b>Milonas, Jeff R</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth <b>(b)(6)</b>		4. Effective Date <b>03-14-2021</b>		
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>					
5-A. Code <b>101</b>		5-B. Nature of Action <b>Career Cond Appt</b>			6-A. Code		6-B. Nature of Action			
5-C. Code <b>ZBA</b>		5-D. Legal Authority <b>P.L. 106-117, Sec.511</b>			6-C. Code		6-D. Legal Authority			
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority			
7. FROM: Position Title and Number					15. TO: Position Title and Number <b>Power System Control Craftsman Trainee 5 PD: J07864 Position: 00004581</b>					
8. Pay Plan <b>BB</b>		9. Occ. CD <b>2604</b>		10. Grade/Level <b>00</b>		19. Step/Rate <b>00</b>		20. Total Salary/Award <b>\$54.89</b>		21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$54.89</b>		12B. Locality Adj. <b>\$0</b>		12C. Adj. Basic Pay <b>\$54.89</b>		20B. Locality Adj. <b>\$0</b>		20C. Adj. Basic Pay <b>\$54.89</b>		20D. Other Pay <b>\$0</b>
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Transmission Services Longview District PSC Longview  DN00820TFVC Longview WA USA</b>					
<b>EMPLOYEE DATA</b>										
23. Veterans Preference <b>(b)(6)</b>				24. Tenure <b>2</b>			25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>	
27. FEGLI <b>C0 Basic Only</b>				28. Annuitant Indicator <b>9 Not Applicable</b>			29. Pay Rate Determinant <b>0</b>			
30. Retirement Plan <b>KF FERS FRAE and FICA</b>			31. Service Comp. Date (Leave) <b>08-01-2016</b>			32. Work Schedule <b>F Full Time</b>		33. Part-Time Hours Per Biweekly Pay Period		
<b>POSITION DATA</b>										
34. Position Occupied <b>1</b>				35. FLSA Category <b>N</b>		36. Appropriation Code <b>RR-CF02</b>		37. Bargaining Unit Status <b>1468</b>		
38. Duty Station Code <b>531190015</b>			39. Duty Station (City-County-State or Overseas Location) <b>Longview Cowlitz WA USA</b>							
40. Agency Data <b>(b)(6)</b>		41. EMPL ID <b>(b)(6)</b>		42.		43.		44. PAR Number: <b>23059</b>		
45. Remarks - Appointment is subject to completion of one year initial probationary period beginning 3/14/2021. - Selected from DOE-BPA-21-14217-MP-00-TFWC, dated 10/30/2020. - Appointment affidavit executed 3/15/2021. - <b>(b)(6)</b> - Employee is automatically covered under FERS, FERS-RAE or FERS-FRAE. - Service counting toward career tenure from 3/14/2021. - Previous Retirement Coverage Never Covered - RPL Cleared 10/2/2020.										
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>					50. Signature/Authentication and Title of Approving Official  <b>Electronically Signed by: Brian E Carter Director, Human Resources Service Center</b>					
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>03-08-2021</b>						

# NOTICE TO EMPLOYEE

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- Blocks 15-22 show the position and organization to which you are assigned.

## Pay

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- Block 20A is the scheduled amount for your grade and step, including any special salary rate you receive. It does not include any locality-based pay. This rate of pay serves as the basis for determining your rate of pay upon promotion, change to a lower grade, or reassignment, and is used for pay retention purposes.
- Block 20B is the annual dollar amount of your interim Geographic Adjustment or, beginning in 1994, your locality-based comparability payment.
- Block 20C is your Adjusted Basic Pay, the total of blocks 20A and 20B. It serves as the basis for computing your retirement benefits, life insurance, premium pay, and severance pay.
- Block 20D is the total dollar amount of any Retention Allowances, Supervisory Differentials, and Staffing Differentials that are listed in the remarks block. These payments are made in the same manner as basic pay, but are not a part of basic pay for any purposes.

## Block 24 - Tenure

- Identifies the nature of your appointment and is used to determine your rights during a reduction in force (RIF). Tenure groups are explained in more detail in subchapter 2 6 of FPM Supplement 296-33 and RIF is explained in FPM Supplement 351-1; both should be available for review in your personnel office.

## Block 26 - Veterans Preference for RIF

- Indicates whether you have preference for reduction-in-force purposes.

## Block 30 - Retirement Plan

- **FICA** - Social Security System
- **CS** - Civil Service Retirement System
- **CS-Spec** - Civil Service Retirement for law enforcement and firefighter personnel
- **FS** - Foreign Service Retirement and Disability System
- **FERS** - Federal Employees' Retirement System
- **FERS-Reserve Tech** - Federal Employees' Retirement System for National Guard Reserve Technicians
- **FERS-ATC** - Federal Employees' Retirement System for Air Traffic Controllers
- **FERS-Spec** - Federal Employees' Retirement System for law and firefighter personnel
- **FSPS** - Foreign Service Pension System

## Block 31 - Service Computation Date (Leave)

- Shows when your Federal service began unless you have prior creditable service. If so, this date is constructed to include your total years, months and days of prior creditable civilian and military service.
- Full-time employees with fewer than 3 years of service earn 4 hours of annual leave each pay period; those with 3 or more years but less than 15 years earn 6 hours each pay period; and those with 15 or more years earn 8 hours each pay period.
- Your earnings and leave statement or your time and attendance card will show the rate at which you earn leave and your current unused leave balance.

## Block 32 - Work Schedule

- Your work schedule is established by your supervisor.
- A full-time employee works on a prearranged scheduled tour of duty that is usually 40 hours per week. A part-time employee has a prearranged scheduled tour of duty that is usually between 16 and 32 hours per week.
- An intermittent employee has no scheduled tour of duty and works when needed.
- Full-time and part-time employees whose appointments are for 90 days or more are usually eligible to earn annual leave; intermittent employees are not.
- Seasonal employees work on an annually recurring basis for periods of less than 12 months each year; they may have a full-time, a part-time, or an intermittent schedule during their work season.
- On-call employees work during periods of heavy workload and are in pay status for at least 6 months of each year; they may have either a full-time or a part-time schedule when they are in pay status.

## Block 33 - Part-time Hours Per Biweekly Pay Period

- Indicates the number of hours a part-time employee is scheduled to work during a two week pay period.

## Block 34 - Position Organization

- Identifies the employment system under which you are serving – the Competitive Service, the Excepted Service, or the Senior Executive Service (SES).
- The employment system determines your eligibility to move to other jobs in the Federal service, your rights in disciplinary and adverse actions, and your eligibility for reemployment if you leave Federal service.

## Block 35 - FLSA Category

- Exempt employees are not covered by the minimum wages and overtime law (the Fair Labor Standards Act); nonexempt employees are covered.

## Block 37 - Bargaining Unit Status

- Identifies a bargaining unit to which you belong, whether or not you are actually a member of a labor organization. Code "7777" indicates you are eligible but not in a bargaining unit; code "8888" indicates you are ineligible for inclusion in a bargaining unit.

## Blocks 38 and 39 - Duty Station

- Identifies the city, county, and state or the overseas location, where you actually work.

## OTHER INFORMATION

- If your appointment entitles you to elect health benefits or life insurance, and you have not been provided materials explaining the programs available and the enrollment forms, contact your personnel specialist.
- Your personnel specialist will also tell you if your position is covered by an agreement between an employee organization (union) and your agency. If you are eligible to and elect to join an employee organization, you can elect to have your dues withheld from your salary.
- If you have questions or need information about your rights or benefits, ask your supervisor or your personnel office.
- Definitions for any coded data in Blocks 1-24, 27-39 and 45-50 may be found in Federal Personnel Manual Supplement 291-1.

It is your responsibility to read all the information on the front of this notice and tell your personnel office immediately if there is an error in it.

**Bonneville Power Administration**  
**All Applicant Data Report**  
**Announcement Number: DOE-BPA-21-14217-MP**  
**Position Title: Power System Control Craftsman Trainee**  
**Staging Area Number: SA-BPA-0001**  
**Name: JEFF MILONAS**

Name: JEFF MILONAS

SSN: \*\*\*-\*\*-\*\*\*\*

MIDX: (b)(6)

Address1: (b)(6)

Address2:

City: (b)(6)

State:

Country: United States

Post Code: (b)(6)

Plus4:

Telephone 1: Mobile - (b)(6)

Email: (b)(6)

United States Citizen: Y

Veterans' Preference: (b)(6)

Military Service Dates (Start of Service - End of Service):

(b)(6)

Location(s) Applied to: Grand Coulee, WA(US); Longview, WA(US); Malin, OR(US); North Bend, OR(US)

Series Applied To: 2604

Doc #	Document Type	Description	Submission Type
1	Additional Veteran Documents (Spouse PCS orders, Scheduled Discharge, etc.)	No document submitted	
2	Armed Forces Ltr.	No document submitted	
3	(b)(6)		USAJOBS
4	Last Two (2) Performance Appraisals	No document submitted	
5	Most Recent SF-50	No document submitted	
6	OF 306.	No document submitted	
7	SF-15: Application of 10-Point Veteran Preference	No document submitted	
8	SF-50.	No document submitted	
9	Transcript	Transcript	USAJOBS
1	Additional Veteran Documents	No document submitted	
2	DD214 (Applicant)	No document submitted	
3	Other Documentation (applicant)	No document submitted	
4	SF15 (Applicant)	No document submitted	
5	SF50 (Applicant)	No document submitted	
6	VA Letter (Applicant)	No document submitted	

**Applicant Level Assessments:**

**Eligibility Questions and Responses**

1. Are you a current Federal employee?

Answers:

2. No

1.1. By what agency or department are you employed? Note: Employees of any Power Marketing Administration, including Bonneville Power Administration, must select 'U.S. Department of Energy'

Answers:

1.2. If you selected "A Federal agency or department outside the Department of Energy", please enter the agency and organization.

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**Name: JEFF MILONAS**

**Answers:**

1.3. If you are a current Federal employee, what is your duty station? List City and State, or enter "NA" if not applicable.

**Answers:**

1.4. If you are a current Federal employee, under what type of appointment are you serving?

**Answers:**

(Note: If you are unsure, refer to blocks 24 and 34 on your most recent "Notification of Personnel Action" (SF-50); OR ask your servicing Human Resources Specialist.)

1.5. Are you a Federal employee who has been displaced or surplus? For more information on career transition programs, click here.

**Answers:**

2. If you are NOT currently serving in the competitive service as a Permanent Career or Career-Conditional Federal employee, are you eligible for reinstatement based on Career or Career-Conditional Federal status in the Competitive Service?

**Answers:**

3. This does not apply to me

(Note: You will be required to submit a copy of your most recent "Notification of Personnel Action" (SF-50) as proof of reinstatement eligibility.)

3. If you are, or ever were, a Federal civilian employee, please indicate the pay plan of the highest graded position you held on a permanent basis:

**Answers:**

10. Not applicable - I have never been a federal employee

3.1. If you selected "Other", please list the Pay Plan. Enter "NA" if this does not apply to you.

**Answers:**

4. If you are, or ever were, a Federal civilian employee, please indicate the highest grade level you held on a permanent basis:

**Answers:**

18. Not applicable - I have never been a Federal employee

5. If you are, or ever were, a Federal civilian employee, please indicate the dates of the highest-graded position you held. Enter the dates in the format of MM-YYYY and enter "Present" if you are still currently in this position. Enter "NA" if this does not apply to you.

**Answers:** NA

6. If you are, or were, a Federal employee who held a permanent position in the competitive service, what is the highest full performance level and pay plan of that position? Enter "NA" if this does not apply to you.

**Answers:** NA

7. Are you a preference eligible OR a veteran who was separated from the armed forces under honorable conditions after completing an initial continuous tour of duty of 3 years (or may have been released just short of 3 years)?

**Answers:**

(b)(6)

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Note: For more info on the Veterans Employment Opportunities Act of 1998 (VEOA), click here and go to "Special Appointing Authorities for Veterans". You will need to submit a copy of your DD-214, "Certificate of Release or Discharge from Active Duty - Member #4 Copy", or other proof of eligibility. Additionally, applicants claiming 10 point preference will need to submit SF-15, "Application for 10 Point Veteran's Preference".

8. Are you a current Federal employee serving under a Veterans' Recruitment Authority? For more info on VRA, click here and go to "Special Appointing Authorities for Veterans".

**Answers:**

2. No, this does not apply to me.

(Note: If you are unsure, refer to your most recent Standard Form 50 (SF-50), look in blocks 24 and 34; OR ask your servicing Human Resources Specialist.)

9. Are you a student appointee under the Pathways Internship Program? Have you completed all requirements for graduation and are you in the 120-day period for conversion to term (1-4 years), career or career-conditional appointment?

**Answers:**

2. No, I am not a student or I have not met all of the above requirements for graduation and conversion.

10. Are you eligible for non-competitive appointment under a Special Appointing Authority? Note: Please see the OPM Hiring Authorities website (click here) for more information. You will be asked to tell us which authority you claim and you will be required to provide appropriate supporting documentation with your application.

**Answers:**

2. No, I do not qualify for any special hiring authorities.

10.1. Which Special Appointing Authority(ies) are you eligible for?

**Answers:**

11. Have you accepted a buyout from a Federal agency within the past 5 years?

**Answers:**

2. No

12. Are you a retiree receiving a Federal annuity, either military or civilian?

**Answers:**

2. No

(Note: If you are an annuitant, your salary or annuity may be reduced upon re-employment.)

13. If you are a male born after December 31, 1959, between the ages of 18 and 26, have you registered with the Selective Service System?

**Answers:**

1. Yes, I am registered for the Selective Service.

(Note: We will verify your registration at [www.sss.gov](http://www.sss.gov). A false response may be grounds for not hiring you, or for firing you after you begin work.)

14. Does the U.S. Department of Energy, or any of its Power Marketing Administrations, employ any of your relatives? Note: For the purposes of this question, "relative" includes: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister

**Answers:**

2. No

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14.1. You indicated that DOE employs a relative. Please list the full name of each relative, their relation to you, and the agency or office where they are employed.

**Answers:**

15. Are you eligible for non-competitive appointment based on prior qualifying service in the Peace Corps or AmeriCorps VISTA programs?

**Answers:**

2. No, this does not apply to me.

Please click here to read more about these eligibilities. You will be required to submit documentation which verifies your qualifying service in one of these organizations. You can submit the document under "Other Documents".

16. May we contact your current supervisor for a reference

**Answers:**

3. Please contact me first

**Vacancy Questions and Responses**

What locations do you wish to apply to?

Grand Coulee, WA(US)

Longview, WA(US)

Malin, OR(US)

North Bend, OR(US)

What Grades do you wish to apply to?

00

**Grade: 00**

1. From the descriptions below select the ONE response that best describes how your experience meets the ability to do the work of the position without more than normal supervision for the position of Power System Protection Control Craftsman Trainee, BB-2604. Failure to meet this requirement will result in a determination of Not Qualified.

**Answer (4.00 points):**

1. I have journeyman level ability and experience in the installation, maintenance and repair of Radio Telecommunication equipment such as microwave, UHF radio, VHF radio, and multiplex equipment; Optical Transport equipment such as: fiber optics, SONET, OTN, Frame Relay and ATM; and IP Networking equipment such as: routers, switches, Carrier Ethernet, and MPLS. I have some experience and ability in SCADA and remote monitoring.

2. Applicants must possess at appointment, and maintain thereafter, a valid U.S. State issued Motor Vehicle Operator License (Driver's License) in order to drive and operate U.S. government owned and leased vehicles and equipment. If selected, you will be required to provide a copy of your non-employment driving abstract dated within the last 90 days, and covering the previous 36 months to prove you have good indication of driving.

**Answer (0.00 points):**

1. Yes, I possess a current, valid driver's license. I am willing and able to operate motor vehicles and equipment when required.

INSTRUCTIONS: For EACH task, choose the statement that BEST describes your experience and/or training. Please note that your answers will be verified against the information you provided in your resume.

3. Performed preventative maintenance on fiber optic systems (single-mode and multi-mode fiber) and fiber optic cable splicing/testing.

**Answer (4.00 points):**

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5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**3.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Field Service Engineer Jan 2020 - Present Engineering Tech 5 Oct 2014 - Sept 2020

4. Performed modifications and repairs on analog and digital microwave radio, 1.8GHz and above

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**4.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Communication and Electronics Technician Dec 2005 - Jun 2006 Avionic Electronic Communications Equipment Repairer Mar 2000 - Nov 2004

5. Performed modifications and repairs on digital transport equipment (SONET, ATM, OTN and Frame Relay).

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**5.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Engineering Tech 5 Oct 2014 - Sept 2019

6. Performed configuration and repairs on Networking equipment (MPLS, Routers, Seitches).

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**6.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Engineering Tech 5 Oct 2014 - Sept 2019

7. Assist in measuring and determining locations of radio and audible noise and power line interference.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.**

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then answer the following questions.

**7.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Engineering Tech 5 Oct 2014 - Sept 2019

**8.** Performed configuration , preventative maintenance, or repair on SCADA, remote monitoring, Power Line Carrier used for protection/control, telemetering, automation, or auxillary power systems.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**8.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Field Service Engineer Jan 2020 - Present Engineering Tech 5 Oct 2014 - Sept 2020

**9.** Ability to independently interpret highly technical information from a variety of sources such as manufacturer's specifications: schematic block diagrams, construction prints, compliance standards, and/or technical documents and make appropriate recommendations/decisions.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**9.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Global Product Support Engineer 2 Oct 2019 - Jan 2020 Engineering Tech 5 Oct 2014 - Sept 2019

**10.** Prepare reports and records by collecting test data, instrument readings, and/or other pertinent information and providing basic technical analysis.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**10.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Field Service Engineer Jan 2020 - Present Engineering Tech 5 Oct 2014 - Sept 2019

**11.** Ability to analyze measured data, according to technical guidelines, and follow proscribed action based upon the analysis.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.**



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then answer the following questions.

**11.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Field Service Engineer Jan 2020 - Present

**12.** Replaced minor components, using visual inspection to detect trouble or failures.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**12.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Global Product Support Engineer 2 Oct 2019 - Jan 2020 Electronics Technician Jun 2006 - Jun 2007 Communication and Electronics Technician Dec 2005 - Jun 2006 Avionic Electronic Communications Equipment Repairer Mar 2000 - Nov 2004

**13.** Provide status of assignments to supervisor and/or higher grade co-workers.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**13.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Field Service Engineer Jan 2020 - Present Engineering Tech 5 Oct 2014 - Jan 2019 Field Service Engineer 2 Feb 2011 - Sept 2014

**14.** Operate measuring instruments such as tape measures, calipers, levels and laser range finders.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**14.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Field Service Engineer Jan 2020 - Present Engineering Tech 5 Oct 2014 - Sept 2019

**15.** Operate portable power tools such as drills/drivers, band saws and chainsaws.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

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15.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Engineering Tech 5 Oct 2014 - Sept 2019 Electronics Technician Jun 2006 - Jun 2007

16. Set-up and operate shop power saws and drill presses to accomplish fabrication, repairs and or modifications.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

16.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Engineering Tech 5 Oct 2014 - Sept 2019 Electronics Technician Jun 2006 - Jun 2007

17. Ability to use telecommunication hand tools such as 66-Block/110-Block punch-downs, wire-wrap tools and Ethernet connector crimpers.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

17.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Engineering Tech 5 Oct 2014 - Sept 2019

18. Set-up and operate various electronic equipment such as oscilloscopes, modulators, frequency specific voltage meters, and dynamic signal analyzers.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

18.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Electronics technician Jun 2006 - Jun 2007 Avionic Communication Equipment Repairer Mar 2000 - Nov 2004

19. Use Volt, Ohm, Amp Meter or Digital Multimeter to test electronic equipment.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

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19.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Electronics technician Jun 2006 - Jun 2007 Avionic Communication Equipment Repairer Mar 2000 - Nov 2004

20. Interpret information from manufacturer's specifications, schematics, block diagrams and technical orders to test the operation of circuits.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

20.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** Global Product Support Engineer Oct 2019 - Jan 2020 Engineering Tech 5 Oct 2014 - Sept 2019 Electronics technician Jun 2006 - Jun 2007

**All Grades**

1. I understand that the responses provided in this questionnaire must be fully supported in my online resume. I further understand that my resume must provide detailed descriptions and/or examples of my knowledge, skill, and abilities as required in the vacancy announcement and that my failure to do so, may result in my being rated "Ineligible" or "Not Qualified" for this position.

**Answer (0.00 points):**

1. Yes

2. All current federal employees must have at least a fully successful or equivalent performance rating, or higher, to be considered for placement. Federal employees who have a current unacceptable performance rating will be excluded from consideration.

**Answer (0.00 points):**

4. Not applicable, I am not a current federal employee.

3. If you are a current federal employee list any incentive awards you received in the last three years.

**Answer (0.00 points):** Not applicable

4. If you are eligible for non-competitive appointment under a special appointing authority please select all that you wish to be considered under:

**Answer (0.00 points):**

5. None of the above, this does not apply to me

5. ES-00 Are you currently serving or have served in the last five (5) years in a Political Appointment in the Federal Government?

**Answer (0.00 points):**

2. No

6. Please tell us how you heard about this job.

**Answer (0.00 points):**

1. A BPA employee told me about it

If you answered **I attended a career fair or recruitment event** then answer the following

**Bonneville Power Administration  
All Applicant Data Report  
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questions.

**6.1. Please explain**

**Answer (0.00 points):**

If you answered **I found it on a job board or search agent other than USAjobs** then answer the following questions.

**6.1. Please explain**

**Answer (0.00 points):**

If you answered **I found it through a professional or industry organization** then answer the following questions.

**6.1. Please explain**

**Answer (0.00 points):**

If you answered **I saw it on a school or university announcement** then answer the following questions.

**6.1. Please explain**

**Answer (0.00 points):**

If you answered **I saw it on social media** then answer the following questions.

**6.1. Please explain**

**Answer (0.00 points):**

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Name: JEFF MILONAS

Application Tags

Grade: 00

N/A

Application Notes

N/A

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** DD214 (Applicant)

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1:** Mobile - (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document DD214 (Applicant) was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Last Two (2) Performance Appraisals

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile** (b)(6)

**Email:** (b)(6)

**December 15, 2023**



Document Last Two (2) Performance Appraisals was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Most Recent SF-50

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Most Recent SF-50 was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** SF-50.

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document SF-50. was not submitted

**Announcement Number: DOE-BPA-21-14217-MP**

**Document Name: (b)(6)**

**Name: MILONAS, JEFF**

**AIDX: (b)(6)**

**Telephone 1: Mobile (b)(6)**

**Email: (b)(6)**

**December 15, 2023**

Document (b)(6)

(b)(6)

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Additional Veteran Documents

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**



Document Additional Veteran Documents was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Other Documentation (applicant)

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Other Documentation (applicant) was not submitted

**Announcement Number: DOE-BPA-21-14217-MP**

**Document Name: (b)(6)**

**Name: MILONAS, JEFF**

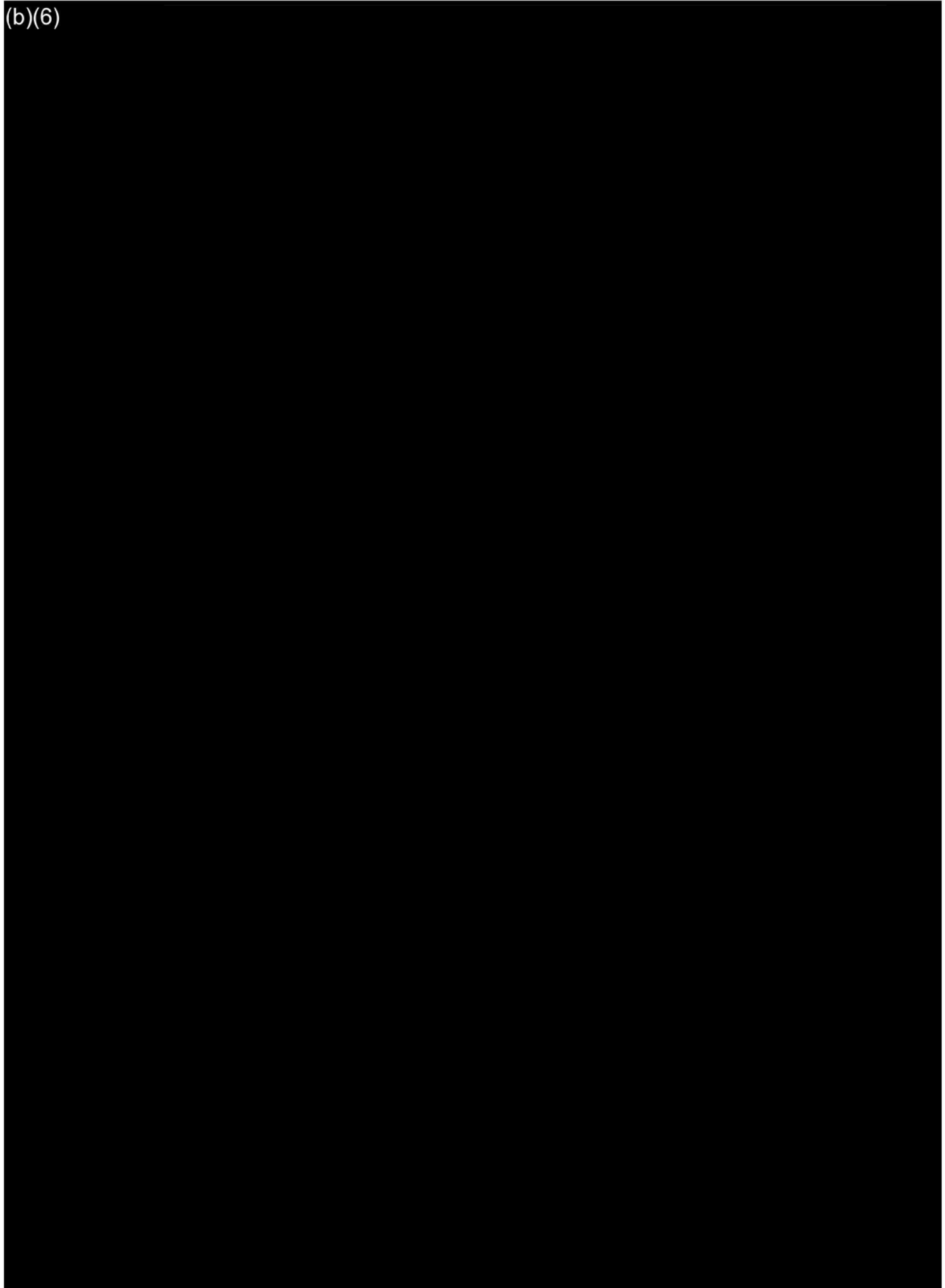
**AIDX: (b)(6)**

**Telephone 1: Mobile - (b)(6)**

**Email: (b)(6)**

**December 15, 2023**

(b)(6)



**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** USJOBSResume

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1:** Mobile - (b)(6)

**Email:** (b)(6)

**December 15, 2023**

(b)(6)

**Summary of Qualifications**

- Bachelor of Science in Electronics
- Ability to read and interpret electrical schematics and mechanical assembly drawings
- Experience in RF theory and operation
- Strong hands-on troubleshooting and maintenance skills
- Experience with using electronic test equipment, hand tools, and power tools

**Professional Experience**

**Field Service Engineer**

Jan 2020 - Present  
Onto Innovation  
40 Hours/Week  
Hillsboro, OR 97006

(b)(6)

- Responsible for preventative maintenance, testing, troubleshooting and repair of complex optical systems.
- Perform alignment, calibrations and testing of optical equipment systems (light source, lens, and fiber optics) to confirm accurate Angstrom measurements on a semiconductor wafer.
- Analyze calibrations and measurement data to make appropriate adjustment to bring system up to production.
- Provide customer with continuous updates throughout the day on daily preventative maintenance, testing, troubleshooting and repair of equipment to ensure customer uptime is met.
- Configure computer, hard drives and software for automation and control processes.
- Collect system data logs for analysis and make recommendation to customer to improve system operation.
- Install and level systems using tape measurer for setting frame height, torpedo level for horizontal and vertical surface level and bubble level for robotic movements.

**Global Product Support Engineer 2**

Oct 2019 - Jan 2020  
Lam Research  
Hours/Week  
Tualatin, OR 97062

40

(b)(6)

- Provide technical support to field engineers and technicians who are diagnosing, troubleshooting, repairing, and debugging complex electro-mechanical equipment, computer systems, complex software, and networked systems.
- Develop procedures for new equipment and upgrades from Best-Known Methods (BKMs), Engineering drawings and manufacturer specification to service new products.
- Identify system issues and work with engineering departments to make improvements.
- Collect and analyze data on system performance to complete root cause analyses, issue investigation, workarounds and defect resolution.

**Engineering Tech 5**

Oct 2014 - Sept 2019  
Lam Research  
Hours/Week  
Tualatin, OR 97062

40

(b)(6)

- Interpret electronic/electro-mechanical schematics and drawing to assemble and test new technologies in Atomic Layer Deposition and Plasma Enhanced Chemical Vapor Deposition equipment.

- Routinely configure and troubleshoot ethernet transport devices such as Routers, Frame Relay Switches, EtherCat (Ethernet Control Automation Technology), EIOC (Ethernet Input Output Controller) devices, and peripherals.
- Install and configure automatic control software for equipment process control using a GUI and networking components to analyze, test, troubleshoot and repair equipment based on software data collection results.
- Test, repair and replace fiber optic cables based on sensor readings to ensure the safe delivery of hazardous and non-hazardous gases.
- Make cable and wiring repairs due to design and control inconsistencies using pin inserters/extracts, crimpers, wire wrap tools and wire punch down tools.
- Configure, calibrate and test RF high and low frequency generators.
- Separate RF cables from High voltage AC cables to reduce interference.
- Use measurement tools (depth gauges, calipers, torpedo level, tape measurer) to align and improve system performance.
- Follows and provides verbal and written pass down for oncoming shift workers and Supervisors each day, presenting current workloads, stop-points, and high priority tasks.
- Operate a variety of hand, power, and shop tools to assist in the development and modification prototype equipment.

### **Field Service Engineer 2**

Feb 2011 - Oct 2014 ASM International N.V

40 Hours/Week

Hillsboro, OR 97062

(b)(6) /Year

- Instruct and train the customers in the operation and maintenance of the system.
- Utilize system SW application and technical documents to analyze, diagnose and troubleshoot complex electro-mechanical equipment and systems.
- Establish and engage in proactive daily communications with customers to ensure resolution and proper follow-up, leading to customer satisfaction.
- Follows and provides verbal and written pass down for oncoming shift workers and Supervisors each day, presenting current workloads, stop-points, and high priority tasks.

### **Electronics Technician**

Jun 2006 - Jun

2007

ITT Industries

72/Week

Doha, Qatar

(b)(6) /Year

- Diagnose, isolate, and repair malfunctions on electronics equipment to component level.
- Organize the setup, operation, maintenance, calibration and troubleshooting of electronic instruments and test equipment (Oscilloscope, DMM, frequency generators).
- Repair equipment from technical manuals, electronic schematics and wiring diagrams.
- Complete equipment visual inspections and quality control paperwork, prepared estimates and maintained documentation in accordance with quality assurance requirements.
- Operate a variety of hand, power, and shop tools to assist in removal, install and modification of communication equipment.



**Communication and Electronics Technician**

Dec 2005 -

Jun 2006

Lear Siegler Services, Inc.

84/Week

Al Asad, Iraq

(b)(6) Year

- Supervised, trained, and assisted six technicians.
- Verified the operation and completion of section work orders.
- Worked closely with the military to provide the highest level of technical services.
- Performed troubleshooting, repairing, and preventive maintenance on HF, VHF and UHF communication equipment.
- Perform initial inspections and replace components before major component failures.

**Military Experience**

**Avionic Electronic Communications Equipment Repairer**

Mar 2000 -

Nov 2004

US Army

40

Hours/Week

Ft. Campbell, KY 42223

30,000/Year

- Perform visual initial inspection and verify successful operation of aircraft communication equipment in accordance with final inspection procedures.
- Test, troubleshoot, preventative maintenance and repair of HF, VHF and UHF aircraft communication equipment.
- Use expertise and systematic approach to repair equipment down to component level.
- Performed the removal and installation of aircraft communications equipment.
- Provided preventive maintenance, troubleshooting, replacing or adjusting of components, and soldering/de-soldering of electronic equipment.
- Responsible for the maintenance and setup of oscilloscopes, DMM, frequency generators, signal analyzers for testing purposes.

**Education**

B.S. Electronics Engineering Technology

June

2007 - Oct 2010

DeVry University, Federal Way, WA

GPA 3.5

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** OF 306.

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document OF 306. was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** SF15 (Applicant)

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document SF15 (Applicant) was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Transcript

**Name:** MILONAS, JEFF

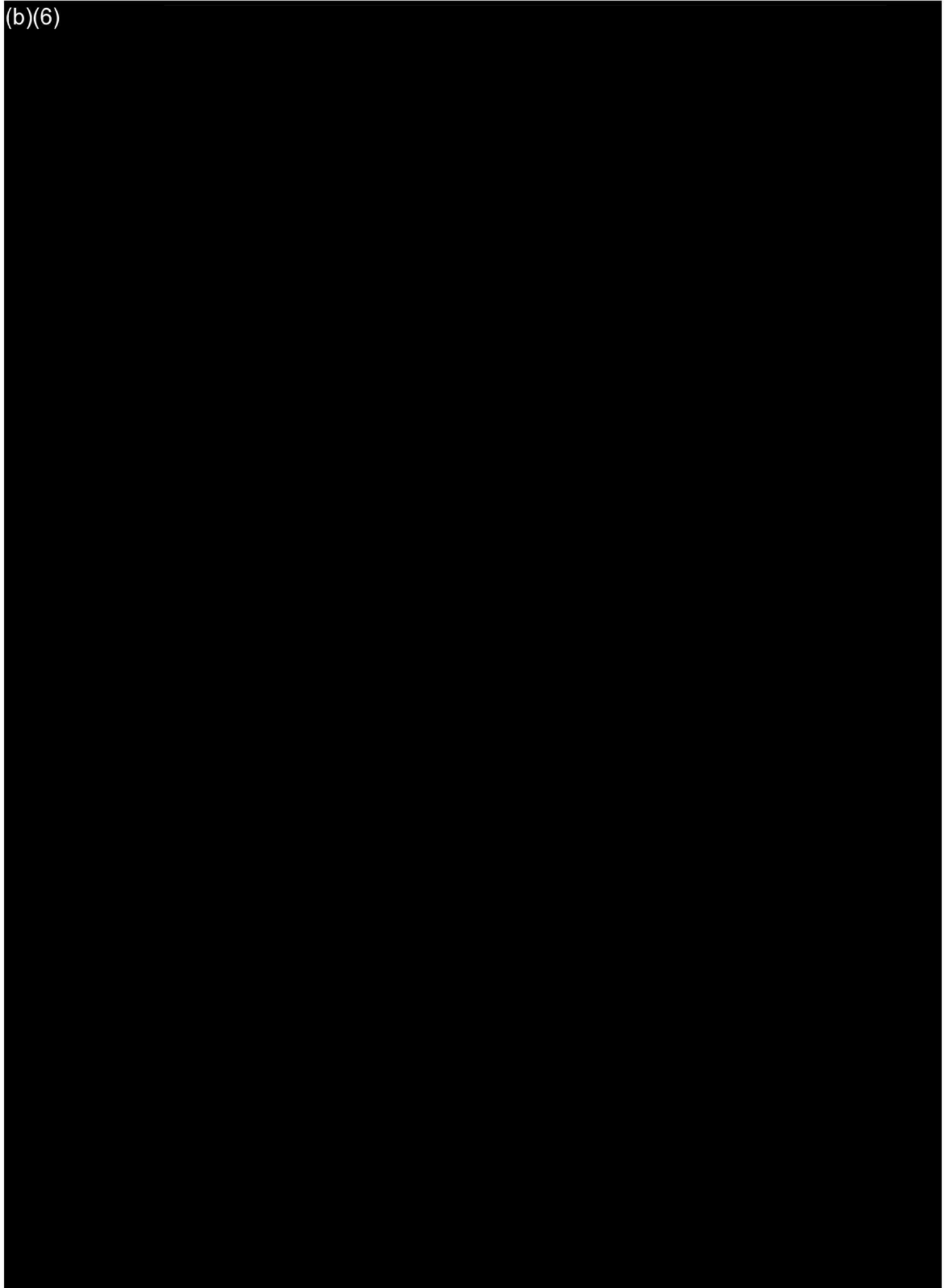
**AIDX:** (b)(6)

**Telephone 1: Mobile** (b)(6)

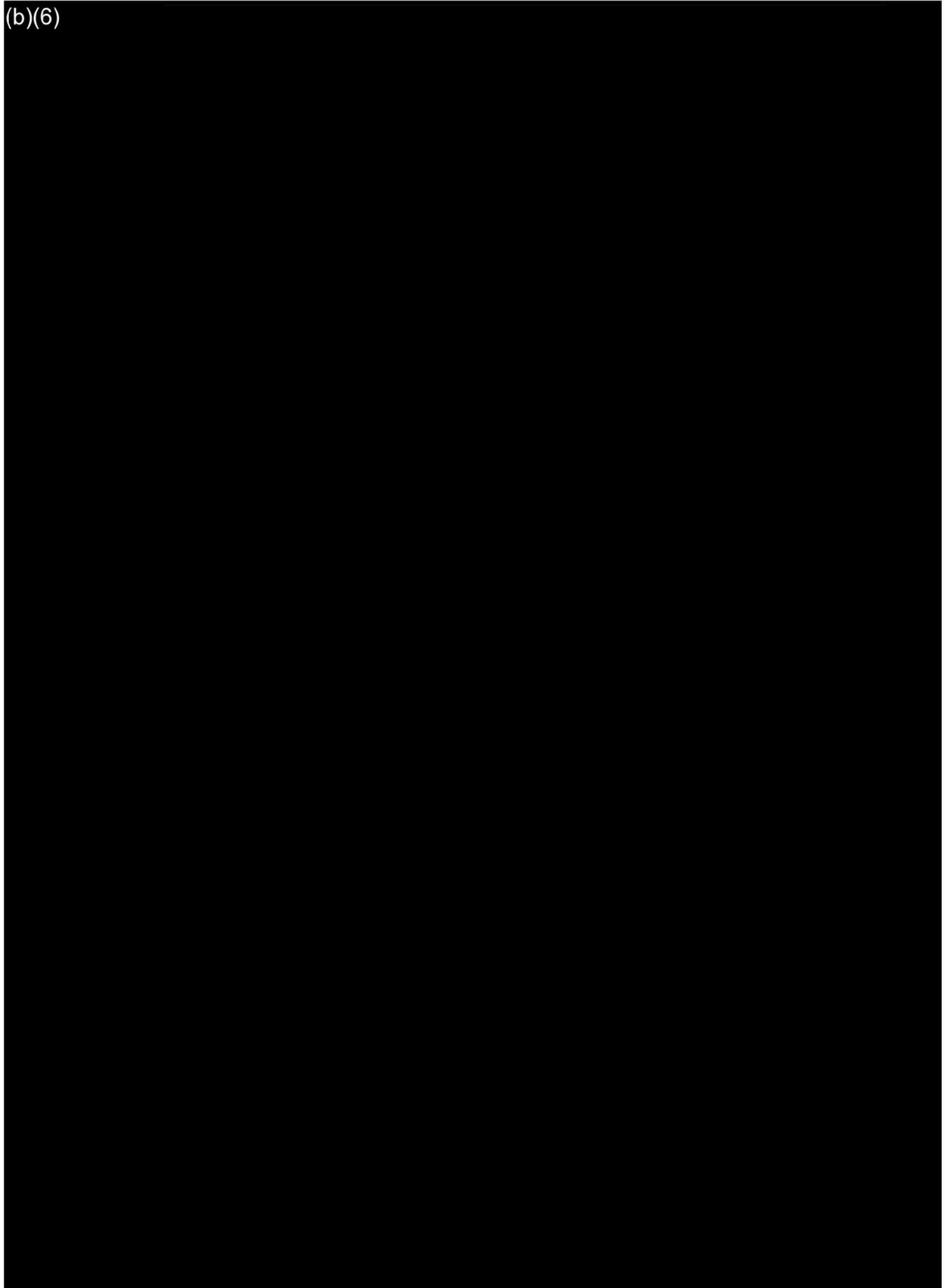
**Email:** (b)(6)

**December 15, 2023**

(b)(6)

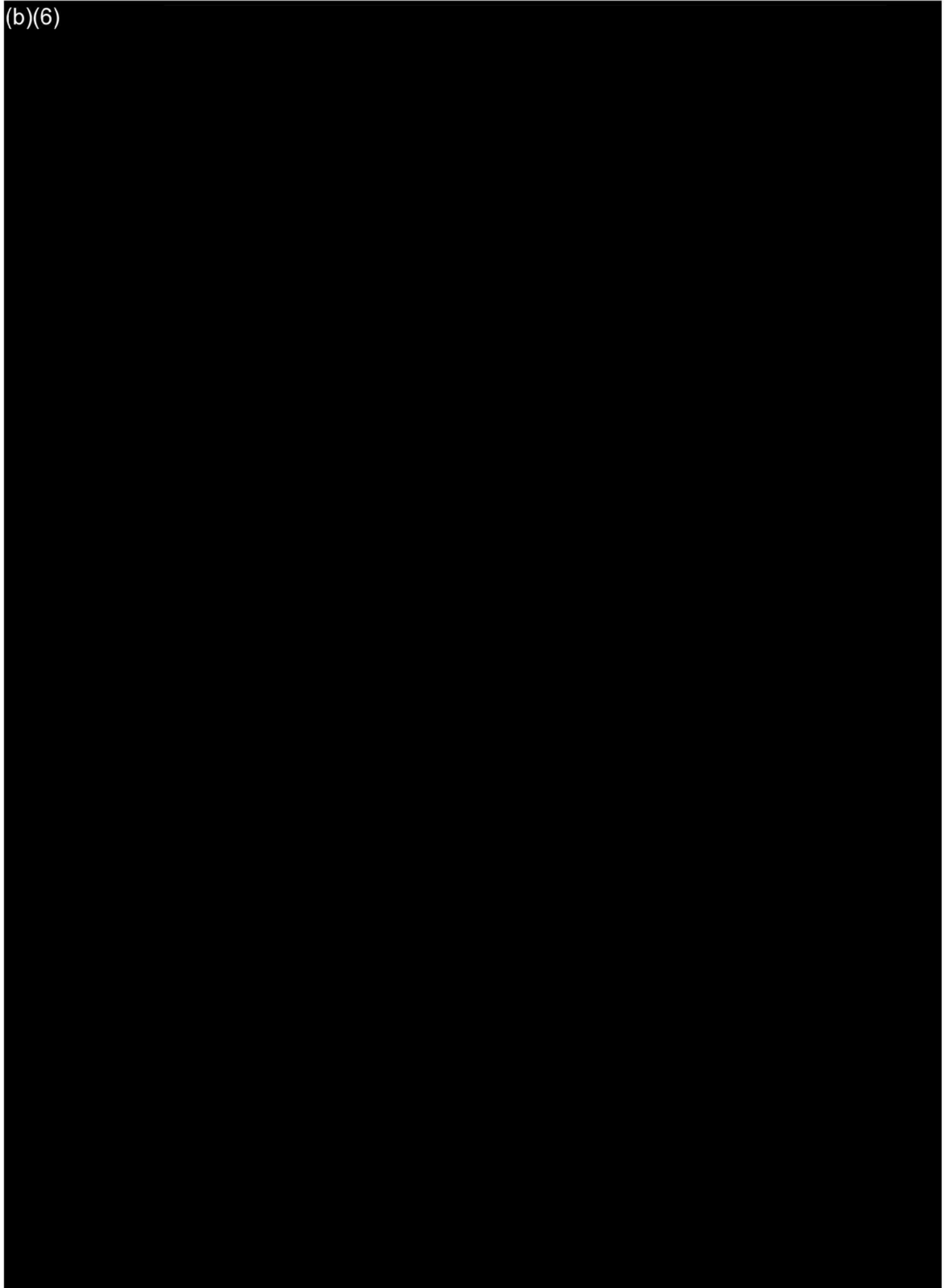


(b)(6)





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**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** SF50 (Applicant)

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1:** Mobile - (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document SF50 (Applicant) was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** VA Letter (Applicant)

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document VA Letter (Applicant) was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Additional Veteran Documents (Spouse PCS orders, Scheduled Discharge, etc.)

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Additional Veteran Documents (Spouse PCS orders,  
Scheduled Discharge, etc.) was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Armed Forces Ltr.

**Name:** MILONAS, JEFF

**AIDX:** (b)(6)

**Telephone 1:** Mobile - (b)(6)

**Email:** (b)(6)

**December 15, 2023**



Document Armed Forces Ltr. was not submitted

(b)(6)

## Professional Summary

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### **Bonneville Power Administration, Power Systems Control Craftsman (Trainee)**

**Jan 2020- Present**

Starting Pay Grade: PSC Craftsman Trainee (Step 5)

Current Pay Grade: PSC Craftsman Trainee (Step 7)

Stationed at BPA's Dittmer Control Center, I work with qualified Craftsmen to assist the Field craftsmen with the maintenance, troubleshooting, and creation of operational circuits for RAS LLL/Gen Drop, Cisco ONS, KWH metering, SCADA, SER, and the implementation of NMS network devices for projects such as MREDI and OMET.

So far in my training, I am qualified to work on NMS or FIN network devices, IMACS, Cisco ONS, and Alcatel Radios.

### **Lam Research Engineering Technician, Pilot Research and Development Group**

**Jul 2017- Dec 2020**

Starting Pay Grade: Engineering Technician III

Current Pay grade: Engineering Technician IV

Responsible for the testing and troubleshooting of prototype semi-conductor Manufacturing equipment in support of R&D activities. Works closely with Engineering to determine actions to remedy equipment or software malfunctions and develop new technologies in Atomic Layer Deposition (ALD) and Plasma Enhanced Chemical Vapor Deposition (PECVD) equipment.

- Interacts with technical and non-technical members of cross- functional project teams to analyze and make recommendations on equipment design requirements, capability and improvements.
- Routinely configures and troubleshoots Routers, Switches, EtherCat (Ethernet Control Automation Technology) and EIOC (Ethernet Input Output Controller) devices and peripherals.
- Well versed in Electrical Wiring schematics along with Electronic Schematics for Digital Signal Tracing, Plumbing diagrams for Process Gas, Water Cooled Systems, and Clean Dry Air.
- Utilizes procedural compliance to perform Set-Up, Test, Calibration, and Operational testing on ALD and PECVD devices.
- Proficient at identifying key data points to be used in the development of test procedures on prototype equipment.
- Documents all Set-up and Test procedures to retain data for company internal and customer use.
- Calibrates and Tests RF High and Low Frequency Generators.
- Uses Ethernet crimpers, Pin crimpers, pin pusher/puller, Tap/ Die sets, Power Drills, and Rivet hand tools.
- Follows and provides verbal and written pass down for oncoming shift workers and Supervisors each day, presenting current workloads, stop-points, and high priority tasks.

### **United States Navy Electronics Technician 2<sup>nd</sup> Class**

**May 2011- May 2017**

Starting Pay Grade: E-1

Ending Pay grade: E-5

Over 5 years of experience onboard USS Carter Hall (LSD-50) installing, operating, maintaining, troubleshooting, repairing, and modifying complex radio and radar systems with the use of electronic test equipment, schematics, and technical publications. Highly experienced in conducting and supervising routine scheduled/ corrective maintenance for communications and 2m Miniature/ Micro-miniature repair work centers.

- Satellite and line of sight communications
- Electronic Equipment Inspection
- Network Systems/Protocol devices
- Component Level Repair
- Ground Isolation
- UPS and Power Inverter Repair
- Analog/ digital coupler tuning
- CPR Qualified

## Areas of Expertise

- Extensive experience in performing preventative and corrective maintenance utilizing approved test equipment, schematics, and procedures on Line of Sight and Satellite communication systems ranging from HF (3Mhz) to EHF (40 Ghz narrowband).
- Installation of Field change components to HF, SHF, UHF, and EHF Line of Sight communication radios while utilizing procedural compliance.
- Experience in RF theory and operation, as well as troubleshooting and repairing circuit card assemblies down to component level using schematics and programmable test equipment.
- Troubleshooting power supplies and isolating electrical grid faults, grounds, and phase grounds.
- Appointed Tagout/ Lockout Authorizing officer responsible for the ship wide safe electrical isolation of equipment supplied by multiple sources.

## Test Equipment/Instrumentation

Digital Volt /Ohm/ Amp/ Multimeter	Protrack 1 Analyzer	RF Spectrum Analyzer
RS-232 Break Out Box	Audio Spectrum Analyzer	RF Signal Generator
Digital Oscilloscope	UHF Service Monitor	Network Cable Tester
SINAD Meter	VHF/ UHF Power Meter	Time Domain Reflectometer
Audio Signal Generator	RF Frequency Counter	Dial Caliper
Micrometer	Digital Synchro Meter	5Mhz Frequency Standard

## Experience

**2011-2017**

Advanced to senior Communications technician for Line of Sight and Satellite multiplexing equipment. Served as the primary Naval Modular Automated Communication System (NAVMACS II) technician, Miniature/ Microminiature circuit card and fiber repair technician, and Shipboard Electromagnetic Compatibility Configuration technician.

- Maintained a fully operational shipboard Communications center with minimal system outage time for deployment 2013 (8 months), retaining the designation as the primary communications ship amongst others in the "Kearsarge Amphibious Readiness Group".
- Assisted in the 2014 yard period installation and received training on the maintenance of the Propulsion Plant Machinery Control System, used to monitor and control Steering/Propulsion, Electrical, Damage Control, and Auxiliary PLC groups through remote HMI monitors placed on the bridge and in engineering spaces.
- Resurrected a dead Mini/Microminiature circuit card repair program leading to fleet wide recognition from Commander US Surface Forces, Atlantic (COMSURFLANT) as #7 of the top ten ships in cost avoidance to the Atlantic Fleet for fiscal year 2013, and again for fiscal year 2016.
- In the months following a shipyard period, an intermittent phase ground was responsible for the destruction of 17 Power Supply/UPS failures Ship wide. By systematically energizing equipment and load monitoring, we discovered the cause of failure.
- Advanced knowledge of electronic theory, Ohms law conversion equations, and familiarity with test equipment used to troubleshoot and repair over 100 circuit cards amounting to over \$500,000 dollars in cost avoidance to the Navy.
- Proficient at antenna installation, synchro maintenance, connector and radome weather proofing, VSWR and system loopback testing.

## EDUCATION

- Electronic Technician Apprenticeship, (Professional & Kindered)- 169C Journeymanship 8000 hours 2016
- Microminiature Electronics Repair, Center for Surface Combat Systems Detachment East, Norfolk, VA 2015
- Electromagnetic Compatibility Technician, Fleet Training Center, Norfolk, VA 2015
- Computer Operator- 0817N Journeymanship 2000 hours 2013
- Miniature Electronics Repair, Center for Surface Combat Systems Detachment East, Norfolk, VA 2013
- Naval Modular Automated Communication System II, Center for Surface Combat Systems, Norfolk, VA 2012
- Electronics Technician (ET) "A", Center for Surface Combat Systems, Great Lakes, IL 2012
- Electronics Technician Apprentice Technical Training, Center for Surface Combat Systems, Great Lakes, IL 2011
- High School Diploma, Evergreen High School, Vancouver, WA 2010



**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) Patton, John E.		2. Social Security Number (b)(6)	3. Date of Birth	4. Effective Date 01-19-2020
<b>FIRST ACTION</b>		<b>SECOND ACTION</b>		
5-A. Code 101	5-B. Nature of Action Career Cond Appt	6-A. Code	6-B. Nature of Action	
5-C. Code ZBA	5-D. Legal Authority P.L. 106-117, Sec.511	6-C. Code	6-D. Legal Authority	
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority	
7. FROM: Position Title and Number		15. TO: Position Title and Number Power System Control Craftsman Trainee 5 PD: J07864 Position: 00003382		
8. Pay Plan BB	9. Occ. CD 2604	10. Grade/Level 00	11. Step/Rate 00	12. Total Salary/Award \$48.84
12A. Basic Pay \$48.84		12B. Locality Adj. \$0	12C. Adj. Basic Pay \$48.84	12D. Other Pay \$0
13. Pay Basis PH		14. Name and Location of Position's Organization DEPARTMENT OF ENERGY, BPA Transmission Services Controls & Communications Control Center Comm Ops DN00820TTCO Vancouver WA USA		
<b>EMPLOYEE DATA</b>				
23. Veterans Preference (b)(6)		24. Tenure 0-None 1-Permanent		25. Agency Use (b)(6)
27. FEGLI C0 Basic Only		28. Annuity Indicator 9 Not Applicable		29. Pay Rate Determinant 0
30. Retirement Plan KF FERS FRAE and FICA		31. Service Comp. Date (Leave) 01-19-2014		32. Work Schedule F Full Time
33. Part-Time Hours Per Biweekly Pay Period		34. Position Occupied 1-Competitive Service 3-SES General 2-Excepted Service 4-SES Career Reserved N E-Exempt N-Nonexempt		
35. FLSA Category N		36. Appropriation Code RR-CF02		37. Bargaining Unit Status 1468
38. Duty Station Code 532370011		39. Duty Station (City-County-State or Overseas Location) Vancouver Clark WA USA		
40. Agency Data (b)(5)		41. EMPLID (b)(5)	42.	43.
44. PAR Number: 18960		45. Remarks - Appointment is subject to completion of one year initial probationary period beginning 1/19/2020. - Selected from DOE-BPA-19-13213-MP-00-TFH, dated 8/20/2019. - Appointment affidavit executed 1/21/2020. (b)(6) - Service counting toward career tenure from 1/19/2020. - Previous Retirement Coverage Never Covered - RPL Cleared 10/18/2019		
46. Employing Department or Agency DEPARTMENT OF ENERGY		50. Signature/Authentication and Title of Approving Official Electronically Signed by: Brian E Carter Director, Human Resources Service Center		
47. Agency Code DN00	48. Personnel Office ID 4237	49. Approval Date 01-15-2020		

## NOTICE TO EMPLOYEE

This is your copy of the official notice of a personnel action. Keep it with your records because it could be used to make employment, pay, and qualifications decisions about you in the future.

### The Action

- Blocks 5-B and 6-B describe the personnel action(s) that occurred.
- Blocks 15-22 show the position and organization to which you are assigned.

### Pay

- When the personnel action is an award or bonus, block 20 shows the amount of that one-time cash payment. When the action is not an award or bonus, block 12 shows your former total annual salary, and block 20 shows your new total annual salary (block 20C plus 20D). The amounts in blocks 12 and 20 do not include any one-time cash payments (such as performance awards and recruitment or relocation bonuses) or payments that may vary from one pay period to the next (such as overtime pay), or other forms of premium pay.
- Block 20A is the scheduled amount for your grade and step, including any special salary rate you receive. It does not include any locality-based pay. This rate of pay serves as the basis for determining your rate of pay upon promotion, change to a lower grade, or reassignment, and is used for pay retention purposes.
- Block 20B is the annual dollar amount of your interim Geographic Adjustment or, beginning in 1994, your locality-based comparability payment.
- Block 20C is your Adjusted Basic Pay, the total of blocks 20A and 20B. It serves as the basis for computing your retirement benefits, life insurance, premium pay, and severance pay.
- Block 20D is the total dollar amount of any Retention Allowances, Supervisory Differentials, and Staffing Differentials that are listed in the remarks block. These payments are made in the same manner as basic pay, but are not a part of basic pay for any purposes.

### Block 24 - Tenure

- Identifies the nature of your appointment and is used to determine your rights during a reduction in force (RIF). Tenure groups are explained in more detail in subchapter 2.6 of FPM Supplement 296-33 and RIF is explained in FPM Supplement 351-1; both should be available for review in your personnel office.

### Block 26 - Veterans Preference for RIF

- Indicates whether you have preference for reduction-in-force purposes.

### Block 30 - Retirement Plan

- **FICA** - Social Security System
- **CS** - Civil Service Retirement System
- **CS-Spec** - Civil Service Retirement for law enforcement and firefighter personnel
- **FS** - Foreign Service Retirement and Disability System
- **FERS** - Federal Employees' Retirement System
- **FERS-Reserve**
- **Tech** - Federal Employees' Retirement System for National Guard Reserve Technicians
- **FERS-ATC** - Federal Employees' Retirement System for Air Traffic Controllers
- **FERS-Spec** - Federal Employees' Retirement System for law and firefighter personnel
- **FSPS** - Foreign Service Pension System

### Block 31 - Service Computation Date (Leave)

- Shows when your Federal service began unless you have prior creditable service. If so, this date is constructed to include your total years, months and days of prior creditable civilian and military service.
- Full-time employees with fewer than 3 years of service earn 4 hours of annual leave each pay period; those with 3 or more years but less than 15 years earn 6 hours each pay period; and those with 15 or more years earn 8 hours each pay period.
- Your earnings and leave statement or your time and attendance card will show the rate at which you earn leave and your current unused leave balance.

### Block 32 - Work Schedule

- Your work schedule is established by your supervisor.
- A full-time employee works on a prearranged scheduled tour of duty that is usually 40 hours per week. A part-time employee has a prearranged scheduled tour of duty that is usually between 16 and 32 hours per week.
- An intermittent employee has no scheduled tour of duty and works when needed.
- Full-time and part-time employees whose appointments are for 90 days or more are usually eligible to earn annual leave; intermittent employees are not.
- Seasonal employees work on an annually recurring basis for periods of less than 12 months each year; they may have a full-time, a part-time, or an intermittent schedule during their work season.
- On-call employees work during periods of heavy workload and are in pay status for at least 6 months of each year; they may have either a full-time or a part-time schedule when they are in pay status.

### Block 33 - Part-time Hours Per Biweekly Pay Period

- Indicates the number of hours a part-time employee is scheduled to work during a two week pay period.

### Block 34 - Position Organization

- Identifies the employment system under which you are serving -- the Competitive Service, the Excepted Service, or the Senior Executive Service (SES).
- The employment system determines your eligibility to move to other jobs in the Federal service, your rights in disciplinary and adverse actions, and your eligibility for reemployment if you leave Federal service.

### Block 35 - FLSA Category

- Exempt employees are not covered by the minimum wages and overtime law (the Fair Labor Standards Act); nonexempt employees are covered.

### Block 37 - Bargaining Unit Status

- Identifies a bargaining unit to which you belong, whether or not you are actually a member of a labor organization. Code "7777" indicates you are eligible but not in a bargaining unit; code "8888" indicates you are ineligible for inclusion in a bargaining unit.

### Blocks 38 and 39 - Duty Station

- Identifies the city, county, and state or the overseas location, where you actually work.

## OTHER INFORMATION

- If your appointment entitles you to elect health benefits or life insurance, and you have not been provided materials explaining the programs available and the enrollment forms, contact your personnel specialist.
- Your personnel specialist will also tell you if your position is covered by an agreement between an employee organization (union) and your agency. If you are eligible to and elect to join an employee organization, you can elect to have your dues withheld from your salary.
- If you have questions or need information about your rights or benefits, ask your supervisor or your personnel office.
- Definitions for any coded data in Blocks 1-24, 27-39 and 45-50 may be found in Federal Personnel Manual Supplement 291-1.

It is your responsibility to read all the information on the front of this notice and tell your personnel office immediately if there is an error in it.



## **Instructions for Completing the Employee Performance Appraisal Plan (EPAP) Form**

### **Establishing Critical Elements and Performance Standards**

Critical elements (at least one, but not more than five) must be established for each employee at the start of the appraisal period. Through these elements, employees are held accountable for work assignments and responsibilities of their position. A critical element is an assignment or responsibility of such importance that Unacceptable performance in that element alone would result in the determination that the employee's overall performance is Unacceptable. Please see 370 DM 430 or the Performance Management Handbook for more detailed information.

Performance standards are management-approved expressions of the performance threshold(s), requirement(s), or expectation(s) that must be met to be appraised on a critical element at a particular level of performance. They must be focused on results and include credible measures such as quality, quantity, timeliness, cost effectiveness, etc. The attached Benchmark Standards describe general parameters of the standards. **Federal regulations require, at a minimum, that a specific performance standard be established for the Fully Successful level for each critical element. Rating officials are strongly encouraged to develop specific performance standards at additional levels to ensure that the employee has a clear understanding of the levels of performance expected.**

At least one, and preferably all, critical elements must show how the element is linked to the strategic goal(s) of the organization. These goals should be aligned throughout the organization (i.e., show how the strategic goal cascades from the senior executive level down to the lowest non-supervisory levels). The employee should be able to clearly understand how the results they are held responsible for are linked to the results that those in their supervisory/managerial chain are held responsible for.

**Employee Involvement:** Employees must be provided an opportunity to participate in the development of their performance plans. Part A-2 of this form requires employee and rating official signatures certifying that employee input into the development of the plan was solicited.

**Individual Development Plan (IDP) (Optional):** The IDP provides a connection between the employee's career interests and needs to the organizational mission and priorities. The employee and the rating official should develop goals together.

**Progress Reviews:** A progress review discussion is required approximately midway through the appraisal period. Part B should be completed after the progress review. Any written feedback or recommended training can be noted on a separate sheet and attached to the EPAP form.

**Assigning the Summary Rating:** A specific rating is required for each critical element to reflect the level of performance demonstrated by the employee throughout the appraisal period. Only one numerical rating level is assigned for each critical element. Before the rating official assigns a summary rating, he/she should consider all interim appraisals received for the employee during the annual appraisal period. The summary rating is assigned as follows:

- A. Assess how the employee performed relative to the described performance standards.
- B. Document the employee's performance with a narrative that describes the achievements for the critical elements as compared to the performance standards. A narrative must be written for each critical element assigned a rating of Outstanding or Unacceptable to provide examples of the employee's performance that substantiate and explain how the performance falls within the level assigned. There is a block provided for the narrative for each critical element.
- C. In Part C of this form, assign one of the numerical rating levels that accurately reflects the employee's performance for each of the critical elements. Use only whole numbers: Outstanding = 5 points, Exceeds Expectations = 4 points, Fully Successful = 3 points, and Unacceptable = 0 points.
- D. Add up the numerical rating levels to get a total, and then divide the total by the number of critical elements that were rated to get an average. Elements that are not rated because an employee has not had a chance to perform them during the appraisal period are not assigned any points and should not be used to determine the average.
- E. Assign a summary rating based on the table in Part D of this form. Employee and rating official sign the form certifying that the rating was discussed. Summary ratings of Outstanding or Unacceptable must be reviewed and approved by the reviewing official prior to the rating official's discussion with the employee.

**Note:** Whenever an employee is rated **Unacceptable** on one or more critical elements, the overall rating **must** be **Unacceptable** (regardless of total points). **The rating official should immediately contact the servicing Human Resources Office for guidance and assistance on addressing Unacceptable performance.**



**Part E: Critical Elements and Performance Standards:** *List each of the employee's critical elements (at least one, but not more than five) and their corresponding performance standards. If Benchmark Standards are used, indicate "Benchmark Standards are attached" in the space below, and ensure they are attached to this form. At a minimum, measurable criteria must be identified at the Fully Successful level. For at least one critical element, identify the strategic/mission goal that the critical element supports.*

(b) (6)



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Critical Element 5 Title:	Critical Element Description: (Describe the results (e.g., product, service, duty) for which the employee is accountable and responsible)
	Strategic Goal Alignment: (List the goal or initiative with which the critical element aligns)
<b>Performance Standards</b>	
Outstanding	
Exceeds Expectations	
Fully Successful	
Unacceptable	
<b>Narrative Summary</b>	
Describe the employee's performance for the critical element. A narrative summary must be written for each element assigned a rating of Outstanding or Unacceptable.	
<b>Rating for Critical Element 5:</b>	
<input type="checkbox"/> Outstanding-5 <input type="checkbox"/> Exceeds Expectations-4 <input type="checkbox"/> Fully Successful-3 <input type="checkbox"/> Unacceptable-0 <input checked="" type="checkbox"/> Not Rated	

**Privacy Act Notice:** Chapter 43 of Title 5, U.S.C., authorizes collection of this information. The primary use of this information is by management and your servicing human resources office to issue and record your performance rating. Additional disclosures of this information may be: To the U.S. Merit Systems Protection Board, U.S. Office of Special Counsel, U.S. Equal Employment Opportunity Commission, U.S. Federal Labor Relations Authority, or an arbitrator in connection with administrative proceedings; to the U.S. Department of Justice or other Federal agency, courts, or party to litigation when the Government is a party to or has an interest in the judicial or administrative proceeding; to a congressional office in response to an inquiry made on behalf of an individual; to the appropriate Federal, State, or local government agency investigating potential violations of civil or criminal law or regulation; and to Federal, State, local and professional licensing boards in determining qualifications of individuals seeking to be licensed.

If your bureau/office used the information furnished on this form for purposes other than those indicated above, it may provide you with an additional statement reflecting those purposes.

**Refusal to Sign:** In cases where the employee refuses to sign the Employee Performance Appraisal Plan (EPAP) form, the rating official has the authority to implement the performance plan and rating without employee agreement. Rating officials should identify in the employee's signature block that the "Employee refused to sign."

## **Benchmark Employee Performance Standards**

### **Outstanding:**

The employee demonstrates exceptional performance in all aspects of the critical element that is of such high quality that organizational goals have been achieved that would not have been otherwise. The employee consistently achieved expectations at the highest level of quality possible and accomplished objectives even when faced with unanticipated challenges.

The employee demonstrates mastery of technical skills and a thorough understanding of the mission of the organization and has a fundamental impact on the completion of program objectives. The employee exerts a major positive influence on management practices, operating procedures and/or program implementation, which contribute substantially to organizational growth and recognition. The employee plans for the unexpected and uses alternate ways of reaching goals. Difficult assignments are handled intelligently and effectively. The employee has produced an exceptional quantity of work, often ahead of established schedules and with little supervision.

The employee's oral and written communications are exceptionally clear and effective. He/she improves cooperation among participants in the workplace and prevents misunderstandings. Complicated or controversial subjects are presented or explained effectively to a variety of audiences so that desired outcomes are achieved.

Indicators of performance at this level include outcomes/results that consistently exceed the Exceeds Expectations performance standard for the critical element.

### **Exceeds Expectations:**

The employee demonstrates a high level of performance that exceeds expectations in significant areas of the critical element and exhibits a sustained support of organizational goals.

The employee shows a comprehensive understanding of the objectives of the job and the procedures for meeting them. Effective planning by the employee improves the quality of management practices, operating procedures, task assignments and/or program activities. The employee develops and/or implements workable and cost-effective approaches to improving organizational operations/results.

The employee effectively balances accomplishing work while handling difficult and unpredicted problems. The employee produces a high quantity of work, often ahead of established schedules with less than normal supervision. The employee works productively and strategically with others in non-routine matters, some of which may be complex and sensitive. The employee writes and speaks clearly on difficult subjects to a wide range of audiences.

Indicators of performance at this level include outcomes/results that consistently exceed the Fully Successful performance standard for the critical element.

### **Fully Successful:**

The employee demonstrates consistently successful performance that contributes positively to organizational goals. The employee effectively applies technical skills and organizational knowledge to deliver results based on measures of quality, quantity, efficiency, and/or effectiveness within agreed-upon deadlines, keeping the rating official informed of work issues, alterations, and status. The employee successfully carries out regular duties while also handling any special assignments and identifying opportunities to improve organizational operations/results that consider stakeholder perspectives. The employee plans and performs work according to organizational priorities and schedules. The employee communicates clearly and effectively and works effectively with others to accomplish organizational objectives.

### **Unacceptable:**

The employee's performance is unacceptable. The quality and/or quantity of the employee's work are not adequate for the position. Work products do not meet the requirements expected.

The employee demonstrates little or no contribution to organizational goals; failure to meet work objectives; inattention to organizational priorities and administrative requirements; poor work habits resulting in missed deadlines and/or incomplete work products; strained work relationships; failure to respond to client needs; and/or lack of response to rating official's corrective efforts.

## **Appendix 1: Understanding Performance Management**

**Position Duties** – Your rating official, normally your immediate supervisor, should provide you with a copy of the position description for your job. Your position description is the official record of your primary duties and responsibilities and is used in developing your performance plan. Take some time to read through your position description. Ask your rating official about anything that is not clear to you. Your rating official should review your position description with you at least once a year to ensure that it accurately reflects your main duties and responsibilities. Keep a copy of your position description and refer to it from time to time. You may want to make notes on your copy when your job changes, so that you can discuss the changes with your rating official.

**Employee Performance Appraisal Plan** – The Employee Performance Appraisal Plan (EPAP) form is the authorized form used by the Department to document the work performance of its employees under the four-level appraisal system. When used effectively, the EPAP form is a valuable communication tool for both employee development and organizational accomplishments.

Managers and supervisors are responsible for the following:

1. Complying with provisions of the U.S. Department of the Interior's Performance Management System policy (370 DM 430) and supplemental guidance provided in the Department's Performance Management Handbook;
2. Establishing critical elements and performance standards that are linked to organizational goals;
3. Monitoring employee performance, communicating with employees about their performance and addressing performance problems; and
4. Approving or reviewing ratings recommended by supervisors or rating officials.

The EPAP form has several important goals:

1. Clarifying how the employee's performance requirements link to the strategic goals of their organization;
2. Increasing individual productivity by giving employees the information they need to do their jobs effectively;
3. Improving individual/organizational productivity by promoting communication between employees and rating officials about job-related matters, so that better and more efficient methods of operation can be developed; and
4. Providing the basis for recognizing employees for good performance and their contributions to the organization.

**Appraisal Period** – The appraisal period begins October 1 and ends September 30 of each year, except where specific exceptions have been granted. The minimum period on which an appraisal may be based is 90 calendar days. During the appraisal period, your rating official may periodically discuss your work with you and let you know how you are doing. In addition, before the end of the appraisal period, the rating official will conduct one formal progress review with you. This progress review is another opportunity for you and your rating official to discuss your progress, review your performance plan, identify any training needs or improvements, or to revise your critical elements and performance standards.

**Critical Elements and Performance Standards** – Your rating official will explain your duties and responsibilities to you and discuss what is expected of you in order to achieve satisfactory performance. To further define your performance expectations, your rating official will establish critical elements and performance standards for your job. Employees must be afforded an opportunity to provide input into the development of the critical elements and performance standards. You are encouraged to participate in this process.

Critical elements tell you what work assignments and responsibilities need to be accomplished during the appraisal period. All employees must have at least one critical element that is linked to the strategic goals of the organization. Between one and five critical elements can be established for a position. These elements are considered critical because they are of such importance to the position that Unacceptable performance in one element alone would result in a determination that the employee's overall performance is Unacceptable.

Performance standards tell employees how well critical elements must be accomplished by defining achievable rating levels for: Outstanding, Exceeds Expectations, Fully Successful, and Unacceptable. These four rating levels focus on results and include credible measures such as quality, quantity, timeliness, cost effectiveness, etc.

Your overall performance is evaluated by your rating official using these performance standards. A determination that an employee's overall performance is Unacceptable will result in remedial action and may be the basis for removal from Federal service or reduction in grade.



**The Rating Process** – At the end of the appraisal period, your rating official will carefully review the critical elements and performance standards for your position. Based on your actual performance, one of four rating levels may be assigned. The rating will be presented to you during the formal performance discussion between you and your rating official. The appraisal will be completed with your signature and a copy provided to you. This rating is documented on the EPAP form and is considered as your rating of record. Your rating of record is directly linked to your eligibility for certain types of pay increases and awards.

**Rewarding Performance** – Rewarding performance means recognizing good performance and providing incentives to employees for their work efforts and contributions to the organization. At the end of the appraisal period, your rating official may consider you for an award based on your performance and rating of record as follows:

- Outstanding – Must be considered for an individual cash award, a Quality Step Increase, Time-Off Award, or other appropriate equivalent recognition.
- Exceeds Expectations – Eligible for an individual cash award, Time-Off Award, or other appropriate equivalent recognition.
- Fully Successful – Eligible for an individual cash award, Time-Off Award, or other appropriate equivalent recognition.
- Unacceptable – Ineligible for any performance-based recognition.

The Department's performance-based award policy is explained in 370 DM 451.2. Bureaus/Offices may have additional guidance governing the distribution of performance-based awards.

### **How to Get the Most Out of the Performance Management Process**

#### **1. Ask for Feedback Throughout the Appraisal Period**

How do you know if you are learning how to do your job and meeting your performance expectations? Talk to your rating official throughout the appraisal period. Your rating official wants you to succeed and is available to provide guidance to help you learn how to effectively do your job. Communicating regularly with your rating official gives you the opportunity to understand the job expectations. It also lets your rating official know what type of assistance or resources you need to perform your work, and it is a good way to get feedback.

Feedback is information that helps you know how well you are accomplishing the duties and responsibilities of your job. Employees who seek feedback from their rating officials learn their jobs more quickly and with fewer wrong turns than employees who shy away from feedback. Employees who seek feedback spend less time redoing work and turn in work with fewer mistakes. As a result, they improve their work performance.

Getting and using feedback is one of the most important keys to learning your job. As you do your work, ask for feedback from your rating official to see if you are on track. At first you may feel uncomfortable asking for feedback, but remember that your rating official wants you to succeed. As you master your job and get to know your rating official, you will soon feel more comfortable asking for and receiving feedback.

#### **2. Preparation for the Appraisal Discussion**

##### **a. Before your rating official prepares your appraisal:**

1. Prepare a list of key work accomplishments and give it to your rating official for consideration in preparing your rating.
2. If you have specific issues come prepared to discuss them. Give your rating official a "heads up" so that he/she can also prepare to discuss the issues.
3. Write down any key points and questions you may have.

##### **b. During your performance discussion:**

1. Don't be shy about asking for clarification, especially about your rating official's expectations.
2. Refer to your notes, so that you don't overlook any points that are important to you.
3. Tell your rating official how you feel things are progressing and if you need any additional information or materials.
4. Let your rating official know what your short/long-term career goals are.
5. Ask for feedback.

If you still have questions about the EPAP form, please consult with your rating official.

## **Appendix 2: Supervisor's Guide to Developing Individual Development Plans**

The Individual Development Plan (IDP) is a valuable performance enhancement tool for all federal employees. The IDP can assist those who want to enhance their skills and strengths, learn more about issues relevant to the performance of the agency, and grow personally and professionally. Bureaus/Offices may require the use of an IDP at their discretion. Check with your Human Resources Office for the IDP or other appropriate form used by your Bureau/Office to document employee development needs.

The following is a brief outline of the goals, definition, and steps in creating an IDP.

**Goals:** The employee and the supervisor should develop goals together. The IDP should connect the employee's career interests with the organizational mission and priorities. The most common goals of an IDP are to:

- o Learn new skills to improve current job performance
- o Maximize performance in support of organizational requirements
- o Increase interest level, challenge, and satisfaction in current position
- o Establish a career path, identifying the knowledge, skills, and abilities necessary for professional growth

**Definition:** An IDP may identify a broad spectrum of developmental activities, including on-the-job training, distance learning, formal classroom training, details, shadow assignments and self-development. It balances the needs of the organization and of the employee beginning with a focus on maximizing employee performance in the current job.

An IDP is a guide to help employees reach individual career goals within the context of organizational objectives. It is a developmental action plan to grow employees from their current state by providing systematic steps to improve and build on strengths. An IDP is a partnership between the employee and the supervisor for personal and professional development. Preparing an IDP involves open feedback, clarification, and discussion about developmental needs, goals, and plans. Periodic communication between the supervisor and the employee is key to ensure currency and relevance of an IDP.

**An IDP is not a:**

- o Performance appraisal. It is not used to determine pay, awards or other personnel actions based on performance.
- o Contract for training. Final approval of training opportunities is made based on factors such as timing and budget availability.
- o Position description. It is not used for clarifying discrepancies in the job duties.
- o Guarantee of promotion or reassignment to another position. While the developmental activities in an IDP may include training that might qualify the employee for another position or grade, there is no guarantee of advancement.

**Responsibilities:** As in all aspects of the employee/supervisor relationship, direct and open communication is the key to the success of an IDP. The following responsibilities address the IDP process specifically.

The **employee** is responsible for:

- o Assessing their own skills necessary for performing the current position
- o Suggesting developmental experiences which would enhance the skills necessary for performing in the current position and to achieve desired career goals
- o Identifying personal career goals
- o Understanding what skills are necessary for meeting career goals
- o Participating in open discussions with the supervisor concerning the elements of the IDP
- o Completing the developmental experiences in the IDP as approved by the supervisor
- o Alerting the supervisor when the IDP needs review and updating

The **supervisor** is responsible for:

- o Providing constructive feedback to the employee about skills necessary to perform the duties of the current position
- o Reviewing employee suggestions for developmental experiences and making additional suggestions which would enhance the skills necessary to perform in the current position
- o Coaching the employee about stated career goals
- o Identifying developmental experiences which would enhance the skills necessary for performing in subsequent positions aligned with the employee's career goals
- o Participating in open discussions with the employee concerning the elements of the IDP, and periodically reviewing and updating the IDP
- o Giving final approval for specific developmental experiences
- o Monitoring the progress of the employee in completing training and the developmental experiences in the IDP

### Appendix 3: Individual Development Plan (IDP)

Bureaus/Offices may require the use of an IDP at their discretion. Check with your Human Resources Office for the IDP or other appropriate form to be used by your Bureau/Office for documenting employee developmental needs.

**IDP Performance Year:** \_\_\_\_\_

Employee's Name	Position Title/Grade	Office Phone	Office Fax	Email Address
Current Supervisor's Name	Supervisor's Title	Office Phone	Office Fax	Email Address
Goals for Successful Performance in Current Position	Short-term Career Goals (2-3 years)	Long-term Goals (3+ years)		
Developmental Objectives: What do you need to do this year to work towards your goals?	Developmental Activities (training, assignments, projects, details, etc.)	Proposed Dates	Estimated Costs	Date Completed
Notes	Employee's Signature/Date			
	Supervisor's Signature/Date			

## Instructions for Completing the IDP

**Employee Development and Career Goals** – The employee and supervisor work together to complete the goals for successful performance in the employee’s current position and the employee’s short- and long-term career goals.

**Developmental Objectives** – Describe what the employee needs to do this year to work toward his/her goals. Objectives describe what the employee needs to learn or achieve in order to reach his/her goals.

**Method of Training and Time Frame** – Determine what type of training or activity is needed to accomplish the employee’s developmental goals. It could be on-the-job training, a detail, a formal training course or a combination of methods. Identify the proposed dates for the training or activity in the “Proposed Dates” column. Enter the actual or estimated cost of the activity in the “Estimated Costs” column. This column can be used in preparing your office’s annual budget. Once the training is completed, write the date in the “Date Completed” column.

### **Methods of Training:**

- On-the-Job Training – Can include coaching by a skilled individual or details into positions that will give the employee the skills and knowledge needed.
- Details – Temporary assignments to another location and/or position to gain specific knowledge and/or experience.
- Courses – Formal training courses, e.g., from your bureau/office, local universities, commercial vendors.
- Webcasts/Computer-Based/Online Learning – A variety of topics are available through your Bureau/Office via webcasts, software packages, and online training.

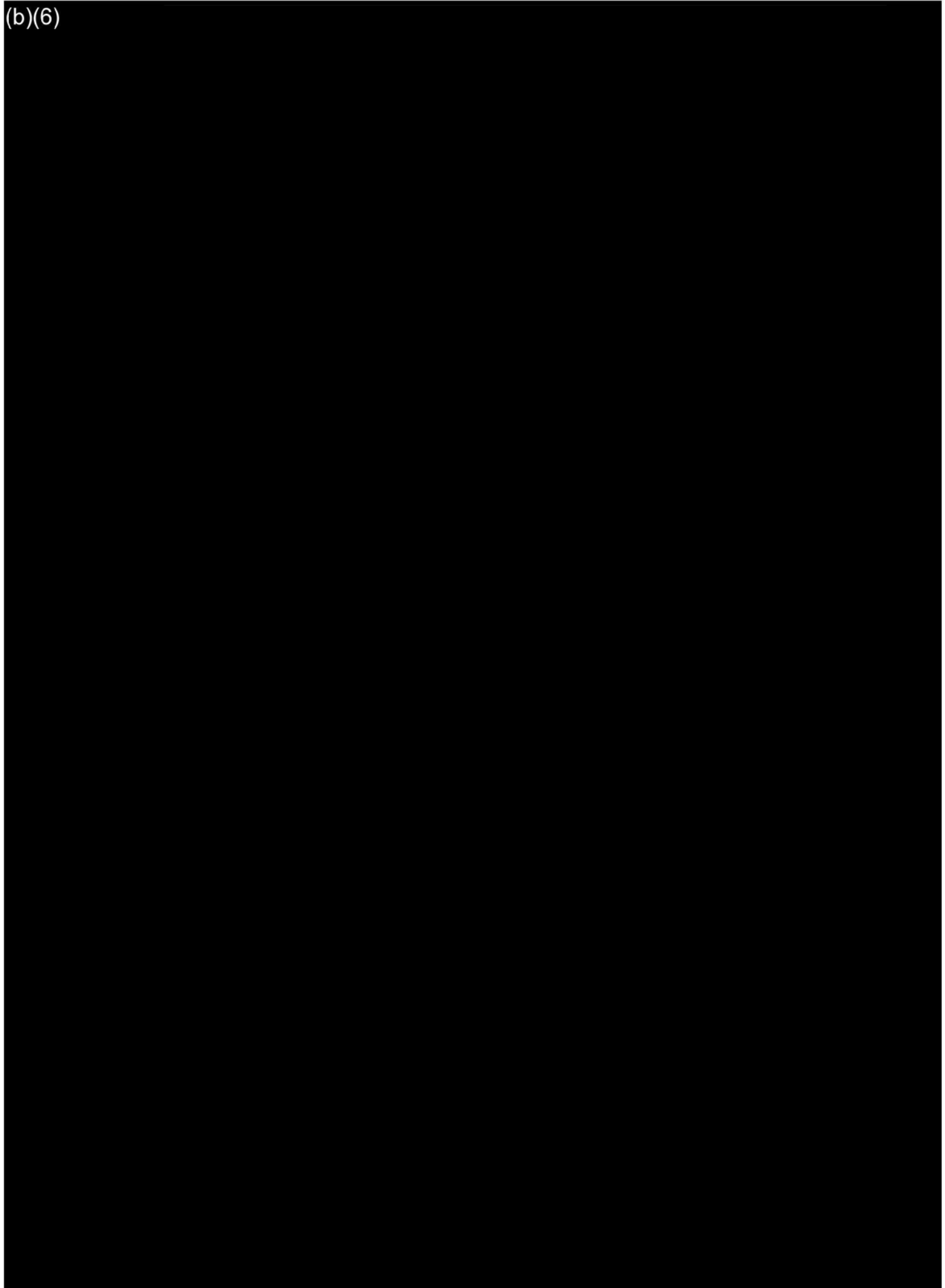
**Discussing the Development Plan** – Supervisors should discuss the IDP with the employee and make any necessary modifications. The supervisor and employee should sign and date the plan. The IDP should be completed within 45 days from the beginning of the performance year.

**Review and Modifications** – The IDP should be reviewed at each performance review and modified as situations or needs change.

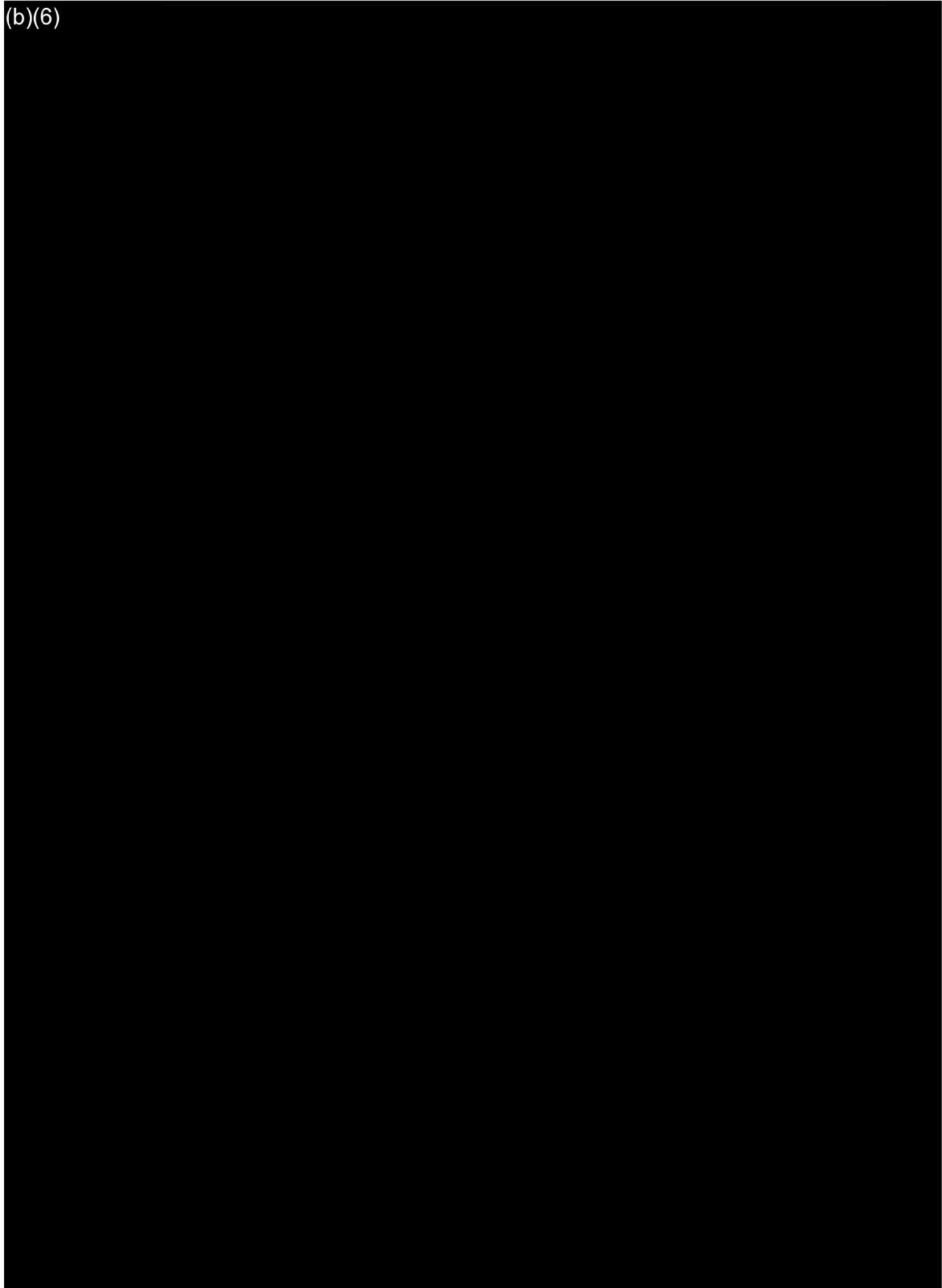
**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>HAVENS, JOHNATHON AUSTIN</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth		4. Effective Date <b>01/09/2023</b>							
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>										
5-A. Code <b>840</b>		5-B. Nature of Action <b>INDIVIDUAL CASH AWARD RB</b>			6-A. Code		6-B. Nature of Action								
5-C. Code		5-D. Legal Authority			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number <b>POWERPLANT OPERATOR</b>  <b>1G52000 H520009</b>										
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award <b>\$2695.00</b>	21. Pay Basis				
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay		20B. Locality Adj.		20C. Adj. Basic Pay		20D. Other Pay	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization <b>IN07 PACIFIC NORTHWEST REGION</b> <b>GRAND COULEE POWER OFFICE</b> <b>HUNGRY HORSE FIELD OFFICE</b> <b>HUNGRY HORSE O&amp;M</b>  <b>HUNGRY HORSE, MONTANA</b>										
<b>EMPLOYEE DATA</b>															
23. Veterans Preference <b>(b)(6)</b> 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure <b>2</b> 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>				
27. FEGLI <b>Z5 BASIC + OPTIONAL(5X) + STANDARD + FAMILY(5X)</b>						28. Annuitant Indicator <b>9 NOT APPLICABLE</b>			29. Pay Rate Determinant <b>0</b>						
30. Retirement Plan <b>KF FERS-FRAE &amp; FICA</b>				31. Service Comp. Date (Leave) <b>04/11/2015</b>		32. Work Schedule <b>F FULL-TIME</b>			33. Part-Time Hours Per Biweekly Pay Period						
<b>POSITION DATA</b>															
34. Position Occupied <b>1</b> 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category <b>N</b> E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status <b>2430</b>						
38. Duty Station Code <b>30-0630-029</b>				39. Duty Station (City - County - State or Overseas Location) <b>HUNGRY HORSE, FLATHEAD, MONTANA</b>											
40. Agency Data <b>FUNC CLS 00</b>		41. <b>(b)(6)</b>		42. <b>EDUC LVL 07</b>		43. <b>SUPV STAT 8</b>		44. <b>POSITION SENSITIVITY NONSENSITIVE/LOW RI</b>							
45. Remarks <b>EMPLOYEE DUTY STATION IS IN REGION 09 - COLUMBIA - PACIFIC NORTHWEST</b>															
46. Employing Department or Agency <b>IN - BUREAU OF RECLAMATION</b>						50. Signature/Authentication and Title of Approving Official <b>222737369 / ELECTRONICALLY SIGNED BY:</b>									
47. Agency Code <b>IN07</b>		48. Personnel Office ID <b>1147</b>		49. Approval Date <b>01/06/2023</b>		WARREN, CATHY L <b>HR SPECIALIST</b>									

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## Johnathon Havens

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18 May 2023

Dear Bonneville Power Administration,

I am interested in your Power System Control Craftsman Trainee position at the Kalispell, MT location. I have been in power industry for 14 years and have the journey-level experience required to perform exceptionally.

At Hungry Horse Dam I am one of two operators overseeing clearance procedures, maintenance, and outage scheduling. Recently I helped find a protective relay logic issue involving breaker failure. The issue had the ability to trip breakers that were outside the relay's zone of protection, and has been resolved.

At the California Department of Water Resources I worked as a Hydroelectric Plant Technician II and duties included installation, fabrication, maintenance, testing, programming, and logic verification / modification of power plant equipment. Examples of projects I have been personally involved include installation of digital governors, protective relaying, annunciation, communication, PLC, and RTU systems. All of these systems are integrated into the plant SCADA system over a fiber backbone using the SONET protocol.

The US Navy's Nuclear Power Program provided the essential background I need to perform these duties successfully and productively. The nuclear power program is very extensive in its training protocol and in my experience when I find someone who was prior enlisted in the program they can be counted on to perform duties as needed in a timely, efficient and safe way.

I am excited to be in touch regarding this opportunity. Please contact me anytime.

Respectfully,

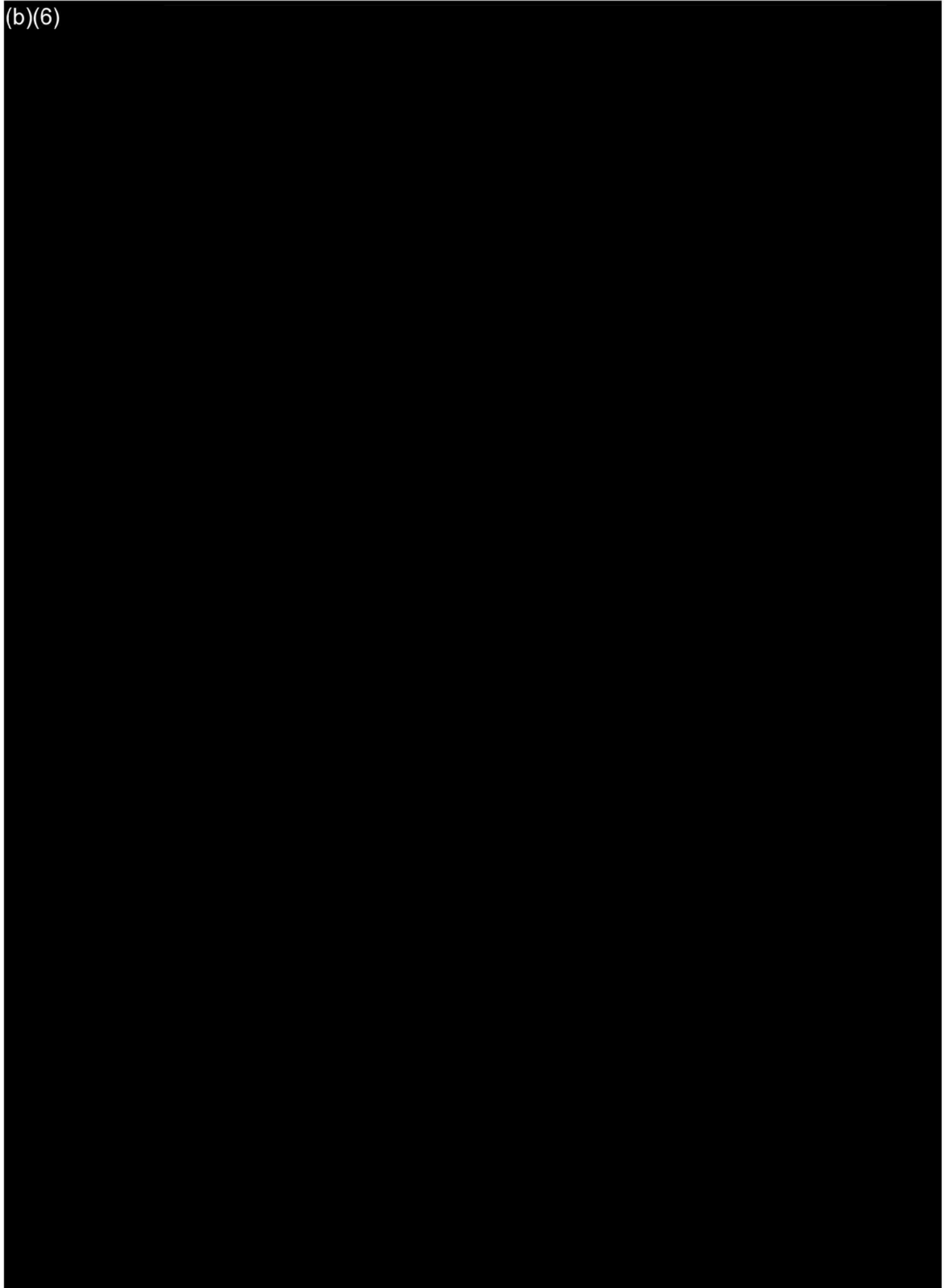
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Johnathon Havens

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# Johnathon Havens

(b)(6)

## SUMMARY:

Applies Bureau of Reclamation, California Department of Water Resources and Navy Nuclear Power training to, upgrade, install, maintain and operate power plant equipment to include protective relaying for line and bus, generators, transformers and breakers. Control loop calibration and programming was an emphasis.

## WORK EXPERIENCE:

### United States Bureau of Reclamation

Hungry Horse Field Office  
2501 Colorado Blvd Hungry Horse MT 59919  
May Contact Supervisor: Chris Hayes, (712) 326-4231

### Powerplant Operator

Apr 2021 – Present  
\$52.11/hr  
40+ hr/week

- Discovered switch-yard protection issues and lead the correction of Schweitzer Engineering Laboratories (SEL) based relay settings.
- Troubleshoot automatic station-service transfer scheme with local Power System Control Craftsmen (PSCC).
- Discover wiring issues and other problems with Current Transformer and Potential Transformer secondary circuits.
- Assist PSCCs during trip testing, commissioning and troubleshooting.

### CA Department of Water Resources

Devil Canyon Power Plant  
6900 Devils Canyon Rd, San Bernardino, CA 92407  
May Contact Supervisor: Larry Chick, (714) 307-7032

### Hydroelectric Plant Technician

Dec 2016 – Apr 2021  
(b)(6)/month  
40+ hr/week

- Perform periodic maintenance as well as corrective on fiber optic networks. This includes the addition of circuits by pulling in new fiber and inner-duct, splicing LC and ST ends, and interacting with the Light River brand Synchronous Optical Network (SONET) equipment.
- With respect to SONET systems; Use of specialized Small Form-factor Plug-gables (SFPs) and Coarse / Dense Wavelength Division Multiplexing (CWDM / DWDM) Modules.
- Installation of Cisco IE3000 series switches for interconnection of Schweitzer Engineering Laboratories (SEL) Real Time Automation Controllers (RTACs) and multi-function relays (MFRs).
- Installation of 3 separate 900MHz 1W Anlynk radio systems for transmitting 4-20mA and up to 2 digital signals over long distances, and their integration into the project wide Supervisory Control and Data Acquisition (SCADA) system.
- Perform testing on RFL brand Tele-sync, Direct Transfer Trip and Permissive Overreach Transfer Trip schemes.
- Maintain and troubleshoot Inven brand Frequency Shift Keying (FSK) rack for power plant transfer trip in the event an earthquake was detected at remote facilities.
- Design and install new digital governor installation. Implement and correct Schneider Electric Programmable Logic Controller (PLC) program faults discovered after installation.
- Maintain remote pumping sites which included emergency generators, control power batteries and chargers, Uninterruptible Power Supplies, networking equipment, 4-20mA indication/controls, and microwave communication equipment.
- Perform trip testing after all outages and generate reports of all findings for eventual Western Electricity Coordinating Council (WECC) reporting.

**CA Department of Water Resources**  
Devil Canyon Power Plant  
6900 Devils Canyon Rd, San Bernardino, CA 92407

**Hydroelectric Plant Operator**  
Jun 2014 – Dec 2016  
(b)(6) month 44+ hr/week

- Become familiar in all plant equipment and the operation of it. This includes but is not limited to protection schemes, unit day to day operations, and restoration in the event of line and unit trips.
- Use the knowledge gained in operations towards a career as a technician.

**United States Navy:**  
USS Enterprise  
No Address  
Decommissioned

**Nuke Machinist's Mate /  
Reactor Information Technology**  
Jan 2008 – Jan 2014  
\$2,555.19/month 64+ hr/week

- Performed a complete redesign of the propulsion plant network, including building 6 new servers, over 50 new client computers, configuring 5 new Cisco and SMC switches and routing of a new fiber optic backbone.

## **EDUCATION:**

**Arizona State University:** *Jan 2021 – Present*  
*BSE Electrical Engineering – Power Systems*  
75 units earned pursuing Bachelor's in Electrical Engineering emphasizing power systems.  
43 additional units earned for military transfer credit.

**CA Department of Water Resources** *June 2014 – Apr 2021*  
*Hydroelectric Plant Technician and Operator*

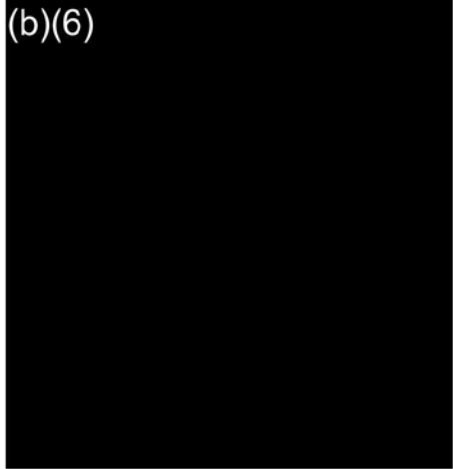
- **Technician Cross-Training Series**  
Multiple year apprenticeship training on electrical and mechanical systems
- **Operations Procedure #2 (OP2) Training**  
Continuous safety training in lockout tagout procedures and proper equipment isolation and safe clearance produces for operations and maintenance.

**United States Navy:** *Jan 2008 – Jan 2014*  
*Nuclear Machinist's Mate*

- **Prototype Training** *Apr 2010 – Oct 2010*  
Operation of nuclear propulsion power plant including the interrelationship between electrical, mechanical and reactor subsystems
- **Nuclear Power and 'A' School** *Mar 2008 – Dec 2009*  
Classroom exercises, lecture, and computer-based learning in the subjects of: mathematics, physics, chemistry, reactor principles, heat transfer, and fluid flow.

**REFERENCES:**

(b)(6)



Havens 3

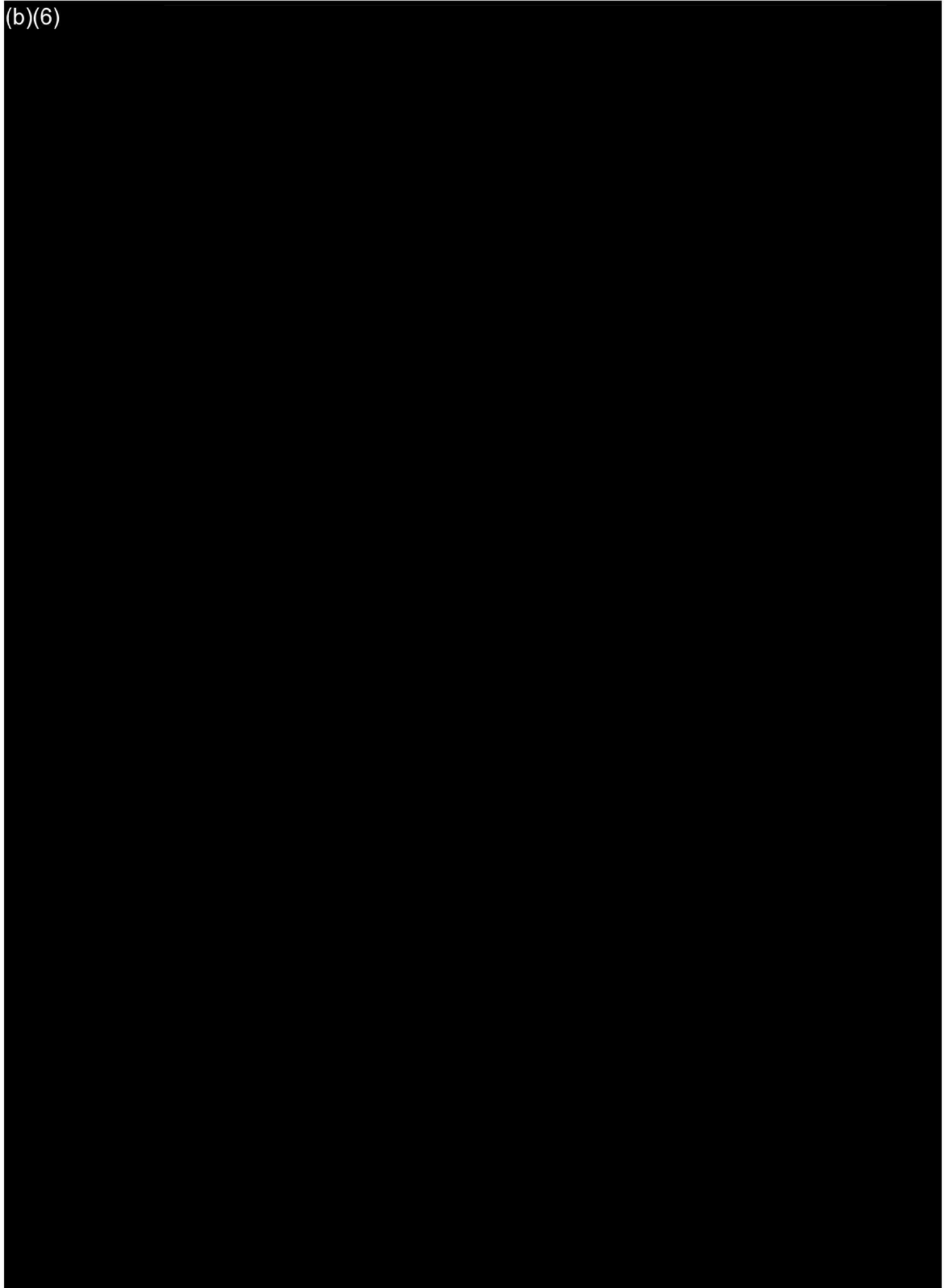
**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>HAVENS, JOHNATHON AUSTIN</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth <b>[REDACTED]</b>		4. Effective Date <b>05/09/2021</b>					
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>								
5-A. Code <b>894</b>		5-B. Nature of Action <b>GEN ADJ</b>			6-A. Code		6-B. Nature of Action						
5-C. Code <b>FNM</b>		5-D. Legal Authority <b>REG. 532.415(C)</b>			6-C. Code		6-D. Legal Authority						
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority						
7. FROM: Position Title and Number <b>POWERPLANT OPERATOR</b>  <b>1G52000 H520009</b>					15. TO: Position Title and Number <b>POWERPLANT OPERATOR</b>  <b>1G52000 H520009</b>								
8. Pay Plan <b>WB</b>		9. Occ. Code <b>5407</b>	10. Grade or Level <b>00</b>	11. Step or Rate <b>00</b>	12. Total Salary <b>\$44.17</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>WB</b>		17. Occ. Code <b>5407</b>	18. Grade or Level <b>00</b>	19. Step or Rate <b>00</b>	20. Total Salary/Award <b>\$44.62</b>	21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$44.17</b>		12B. Locality Adj. <b>\$0.00</b>	12C. Adj. Basic Pay <b>\$44.17</b>		12D. Other Pay <b>\$0.00</b>		20A. Basic Pay <b>\$44.62</b>		20B. Locality Adj. <b>\$0.00</b>	20C. Adj. Basic Pay <b>\$44.62</b>		20D. Other Pay <b>\$0.00</b>	
14. Name and Location of Position's Organization <b>IN07 PACIFIC NORTHWEST REGION</b> <b>GRAND COULEE POWER OFFICE</b> <b>HUNGRY HORSE FIELD OFFICE</b> <b>HUNGRY HORSE O&amp;M</b>  <b>HUNGRY HORSE, MONTANA</b>					22. Name and Location of Position's Organization <b>IN07 PACIFIC NORTHWEST REGION</b> <b>GRAND COULEE POWER OFFICE</b> <b>HUNGRY HORSE FIELD OFFICE</b> <b>HUNGRY HORSE O&amp;M</b>  <b>HUNGRY HORSE, MONTANA</b>								
<b>EMPLOYEE DATA</b>													
23. Veterans Preference <b>(b)(6)</b> 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure <b>2</b> 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>				
27. FEGLI <b>Z5 BASIC + OPTIONAL(5X) + STANDARD + FAMILY(5X)</b>					28. Annuitant Indicator <b>9 NOT APPLICABLE</b>			29. Pay Rate Determinant <b>0</b>					
30. Retirement Plan <b>KF FERS-FRAE &amp; FICA</b>			31. Service Comp. Date (Leave) <b>04/11/2015</b>		32. Work Schedule <b>F FULL-TIME</b>			33. Part-Time Hours Per Biweekly Pay Period					
<b>POSITION DATA</b>													
34. Position Occupied <b>1</b> 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved			35. FLSA Category <b>N</b> E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status <b>2430</b>					
38. Duty Station Code <b>30-0630-029</b>			39. Duty Station (City - County - State or Overseas Location) <b>HUNGRY HORSE, FLATHEAD, MONTANA</b>										
40. Agency Data <b>FUNC CLS 00</b>		41. <b>(b)(6)</b>	42. <b>EDUC LVL 07</b>	43. <b>SUPV STAT 8</b>		44. <b>POSITION SENSITIVITY NONSENSITIVE/LOW RI</b>							
45. Remarks <b>EMPLOYEE DUTY STATION IS IN REGION 09 - COLUMBIA - PACIFIC NORTHWEST IN ACCORDANCE WITH ADMINISTRATIVE WAGE SCALE #40 DTD 05-17-2021.</b>													
46. Employing Department or Agency <b>IN - BUREAU OF RECLAMATION</b>					50. Signature/Authentication and Title of Approving Official <b>210993193 / ELECTRONICALLY SIGNED BY:</b>  <b>HELEN A. DORSEY</b> <b>HUMAN RESOURCES SPECIALIST</b>								
47. Agency Code <b>IN07</b>		48. Personnel Office ID <b>1147</b>	49. Approval Date <b>05/07/2021</b>										

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) HAVENS, JOHNATHON AUSTIN				2. Social Security Number (b)(6)		3. Date of Birth		4. Effective Date 05/08/2022			
FIRST ACTION					SECOND ACTION						
5-A. Code 894		5-B. Nature of Action GEN ADJ			6-A. Code		6-B. Nature of Action				
5-C. Code FNM		5-D. Legal Authority REG. 532.415(C)			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number POWERPLANT OPERATOR  1G52000 H520009					15. TO: Position Title and Number POWERPLANT OPERATOR  1G52000 H520009						
8. Pay Plan WB	9. Occ. Code 5407	10. Grade or Level 00	11. Step or Rate 02	12. Total Salary \$46.48	13. Pay Basis PH	16. Pay Plan WB	17. Occ. Code 5407	18. Grade or Level 00	19. Step or Rate 02	20. Total Salary/Award \$47.82	21. Pay Basis PH
12A. Basic Pay \$46.48		12B. Locality Adj. \$0.00	12C. Adj. Basic Pay \$46.48		12D. Other Pay \$0.00	20A. Basic Pay \$47.82		20B. Locality Adj. \$0.00	20C. Adj. Basic Pay \$47.82		20D. Other Pay \$0.00
14. Name and Location of Position's Organization IN07 PACIFIC NORTHWEST REGION GRAND COULEE POWER OFFICE HUNGRY HORSE FIELD OFFICE HUNGRY HORSE O&M  HUNGRY HORSE,MONTANA					22. Name and Location of Position's Organization IN07 PACIFIC NORTHWEST REGION GRAND COULEE POWER OFFICE HUNGRY HORSE FIELD OFFICE HUNGRY HORSE O&M  HUNGRY HORSE,MONTANA						
EMPLOYEE DATA											
23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%				24. Tenure 2 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b)(6)			
27. FEGLI Z5 BASIC + OPTIONAL(5X) + STANDARD + FAMILY(5X)				28. Annuitant Indicator 9 NOT APPLICABLE				29. Pay Rate Determinant 0			
30. Retirement Plan KF FERS-FRAE & FICA			31. Service Comp. Date (Leave) 04/11/2015		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period			
POSITION DATA											
34. Position Occupied 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved			35. FLSA Category N E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 2430			
38. Duty Station Code 30-0630-029			39. Duty Station (City - County - State or Overseas Location) HUNGRY HORSE,FLATHEAD,MONTANA								
40. Agency Data FUNC CLS 00		41. (b)(6)		42. EDUC LVL 07		43. SUPV STAT 8		44. POSITION SENSITIVITY NONSENSITIVE/LOW RI			
45. Remarks EMPLOYEE DUTY STATION IS IN REGION 09 - COLUMBIA - PACIFIC NORTHWEST IN ACCORDANCE WITH ADMINISTRATIVE WAGE SCALE #41 DTD 04/19/22											
46. Employing Department or Agency IN - BUREAU OF RECLAMATION					50. Signature/Authentication and Title of Approving Official 220906528 / ELECTRONICALLY SIGNED BY: HELEN A. DORSEY HUMAN RESOURCES SPECIALIST						
47. Agency Code IN07		48. Personnel Office ID 1147		49. Approval Date 05/06/2022							

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Complete Award History for **Crumb, Keith H.**

01-JUN-2022

Date Award Earned	Award Type	Amount or Hours	Award %	Award Agency
08-DEC-2021	Special Act or Service Award	500		Department of the Navy
05-JUL-2021	Special Act or Service Award	1019		Department of the Navy
12-APR-2021	Special Act or Service Award	250		Department of the Navy
15-FEB-2021	Special Act or Service Award	250		Department of the Navy
04-SEP-2020	Special Act or Service Award	600		Department of the Navy
11-JAN-2019	Special Act or Service Award	500		Department of the Navy
20-AUG-2018	Special Act or Service Award	500		Department of the Navy
14-JUN-2018	Performance Award	568		Department of the Navy
16-JAN-2018	Special Act or Service Award	800		Department of the Navy
15-JUN-2017	Performance Award	312		Department of the Navy
02-MAY-2017	Time Off Award	4		Department of the Navy



# Civilian Career Report

01 Jun 2022

**Keith H. Crumb**

(b)(6)

ENGINEERING TECHNICIAN (ELECTRICAL)

## Acquisition Information

ACQ Corps Eligibility:  
ACQ Experience (Months):

Contract Office Qualified:  
1102 Series Qualified:

## Appraisal Information

Effective Date

Performance Rating

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## Current Position Information

**Current Position Title:** ENGINEERING TECHNICIAN (ELECTRICAL)  
**Perm Position Title:** ENGINEERING TECHNICIAN (ELECTRICAL)  
**Organization:** PSNS and IMF NV704523A 01  
**Bargaining Unit Status:** IFPTE\_Puget Sound NSY & Intermediate  
Maintenance Facility, Bremerton WA (Tech)

**PP/Series/Grade:** GS-0802-10  
**Perm PP/Series/Grade:** GS-0802-10  
**Duty Location:** Bremerton, Kitsap, WA  
**FLSA Category:** Nonexempt

**Current Position Information**

<b>Key Emergency Essential:</b> Posn not E-E, NCE, or Key	<b>Position Sensitivity:</b> Noncritical-Sensitive (NCS)/Moderate Risk
<b>Obligated Position:</b>	<b>Obligated Position Number:</b>
<b>Service Obligation:</b>	<b>Position Location:</b> Bremerton, Kitsap, WA
<b>Occupational Series:</b> Engineering Technical (0802)	<b>Office Symbol:</b>
<b>Position Description-Sequence Number:</b> 96880-2434970	<b>Organization Structure ID:</b> 710

**Education Information**

Education Level	Update Source	College Major/Minor	Year Degree/Cert Attained	Credit Hours	Credit Type	Academic Institution Name	Instructional Program
Four years college	Self Certified	Major Field of Study		0141	Quarter Hours	Olympic College, Bremerton WA	Computer Science (110701)
Two years college		Major Field of Study		0083	Quarter Hours	Olympic College, Bremerton WA	

**Experience History Information**

<b>End Date:</b> Current	<b>Position #:</b> 96880 #	<b>Title:</b> ENGINEERING TECHNICIAN (ELECTRICAL) #
<b>Start Date:</b> 24-Oct-2021	<b>Owning Command:</b> U.S. Pacific Fleet (NV70)	<b>PP/Series/Grade:</b> GS-0802-10 #
<b>Supervisory Status:</b> Non-Supervisory #	<b>ACQ Career Level Required:</b>	<b>Position Level:</b> Level not Identified
<b>Work Schedule:</b> Full-Time	<b>ACQ Career Category:</b>	<b>UIC/PAS:</b> 4523A
<b>Duty Location:</b> Bremerton, Kitsap, WA #		
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<b>End Date:</b> 23-Oct-2021	<b>Position #:</b> 24020 #	<b>Title:</b> ELECTRICIAN LEADER #
<b>Start Date:</b> 05-Jul-2020	<b>Owning Command:</b> U.S. Pacific Fleet (NV70)	<b>PP/Series/Grade:</b> WL-2805-10 #
<b>Supervisory Status:</b> Leader #	<b>ACQ Career Level Required:</b>	<b>Position Level:</b> Level not Identified
<b>Work Schedule:</b> Full-Time	<b>ACQ Career Category:</b>	<b>UIC/PAS:</b> 4523A
<b>Duty Location:</b> Kitsap, WA		
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<b>End Date:</b> 04-Jul-2020	<b>Position #:</b> 94321 #	<b>Title:</b> ENGINEERING TECHNICIAN
<b>Start Date:</b> 24-May-2020	<b>Owning Command:</b> U.S. Pacific Fleet (NV70)	<b>PP/Series/Grade:</b> GS-0802-07 #
<b>Supervisory Status:</b> Non-Supervisory	<b>ACQ Career Level Required:</b>	<b>Position Level:</b> Level not Identified
<b>Work Schedule:</b> Full-Time	<b>ACQ Career Category:</b>	<b>UIC/PAS:</b> 4523A
<b>Duty Location:</b> Kitsap, WA		
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**Experience History Information**

<b>End Date:</b> 23-May-2020	<b>Position #:</b> 94322 #	<b>Title:</b> ENGINEERING TECHNICIAN
<b>Start Date:</b> 12-May-2019	<b>Owning Command:</b> U.S. Pacific Fleet (NV70)	<b>PP/Series/Grade:</b> GS-0802-06 #
<b>Supervisory Status:</b> Non-Supervisory	<b>ACQ Career Level Required:</b>	<b>Position Level:</b> Level not Identified
<b>Work Schedule:</b> Full-Time	<b>ACQ Career Category:</b>	<b>UIC/PAS:</b> 4523A
<b>Duty Location:</b> Kitsap, WA		
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<b>End Date:</b> 11-May-2019	<b>Position #:</b> 94323 #	<b>Title:</b> ENGINEERING TECHNICIAN #
<b>Start Date:</b> 13-May-2018	<b>Owning Command:</b> U.S. Pacific Fleet (NV70)	<b>PP/Series/Grade:</b> GS-0802-05 #
<b>Supervisory Status:</b> Non-Supervisory	<b>ACQ Career Level Required:</b>	<b>Position Level:</b> Level not Identified
<b>Work Schedule:</b> Full-Time #	<b>ACQ Career Category:</b>	<b>UIC/PAS:</b> 4523A
<b>Duty Location:</b> Kitsap, WA		
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<b>End Date:</b> 12-May-2018	<b>Position #:</b> 76910	<b>Title:</b> ELECTRICIAN HELPER
<b>Start Date:</b> 27-Jun-2016	<b>Owning Command:</b> U.S. Pacific Fleet (NV70)	<b>PP/Series/Grade:</b> WG-2805-05
<b>Supervisory Status:</b> Non-Supervisory	<b>ACQ Career Level Required:</b>	<b>Position Level:</b> Level not Identified
<b>Work Schedule:</b> Full-Time Seasonal	<b>ACQ Career Category:</b>	<b>UIC/PAS:</b> 4523A
<b>Duty Location:</b> Kitsap, WA		

**Award Information**

<b>Date Award Earned</b>	<b>Award Type</b>	<b>Award Amount or Award Percentage</b>
08-Dec-2021	Special Act or Service Award	\$500
05-Jul-2021	Special Act or Service Award	\$1019
12-Apr-2021	Special Act or Service Award	\$250
15-Feb-2021	Special Act or Service Award	\$250
04-Sep-2020	Special Act or Service Award	\$600
11-Jan-2019	Special Act or Service Award	\$500
20-Aug-2018	Special Act or Service Award	\$500
14-Jun-2018	Performance Award	\$568
16-Jan-2018	Special Act or Service Award	\$800
15-Jun-2017	Performance Award	\$312

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<b>Award Information</b>		
<b>Date Award Earned</b>	<b>Award Type</b>	<b>Award Amount or Award Percentage</b>
02-May-2017	Time Off Award	4 hrs

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*Current Federal Employee with 5+ years experience within Puget Sound Naval Shipyard's Lifting and Handling Department, Code 700 and 11+ Years' experience in the Electrical/Electronic Field. Through both formal education and work experience I have gained the knowledge, skills and abilities to perform difficult and complex electrical tasks.*

## Professional Experience

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Engineering Technician 10/2021 - Present  
Series: 0802 Pay Plan: GS Grade: 10 Step: 5  
PSNS-IMF Naval Shipyard, Code 714

As an Electrical Engineering Technician for Crane Engineering, Code 711.2, my duties and responsibilities include: reviewing alteration submittals for compliance with applicable design standards and specifications, troubleshooting electronic drives and industrial control systems for heavy equipment, perform troubleshooting and maintenance on SCADA and HMI's for crane control systems, analyze troubleshooting data from test equipment according to technical guidelines and prescribed actions based upon the analysis. Additional duties include; AC and DC Arc Flash Analysis reports, systems protection coordination/evaluations reports, and act as the engineering liaison for electricians regarding electrical safety requirements/questions. Troubleshooting Industrial controls and motor drives requires the ability to interpret highly technical information from multiple OEM specifications and use of high speed data recording and analysis tools, oscilloscopes, and current meters to diagnose problems and transient interferences/noise from power sources.

Electrician, Work Leader 07/2020 – 10/2021  
Series: 2805 Pay Plan: WL Grade: 10 Step: 2  
PSNS-IMF Naval Shipyard, Code 730

As a Work Leader for crane maintenance, code 733, my duties and responsibilities included: overseeing electrical work, reviewing work documents for compliance with governing policies and regulations, creating work processes to accomplish maintenance/modification/repair of control systems, ensuring safe working conditions, job resource planning, complex troubleshooting, conducting job and safety briefs, identifying training deficiencies in personnel, provide training for individual development plans (IDP), evaluate employees IDP progression, provide both classroom and on the job training for critical principles, practices and techniques for performing electrical work and documentation.

I was frequently consulted by Journeyman, Supervisors, and Senior Engineers to provide electrical trade and program requirement training, lead and complete complex tasks or troubleshoot complex electrical equipment; to include maintenance/troubleshooting electronic drives and industrial control systems for heavy equipment, perform troubleshooting and maintenance on SCADA and HMI's for crane control systems, analyze troubleshooting data from test equipment according to technical guidelines and prescribed actions based upon the analysis.

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Engineering Technician  
Series: 0802 Pay Plan: GS Grade: 7 Step: 8  
PSNS-IMF Naval Shipyard, Code 714

05/2018 – 05/2020

As an Electrical Engineering Technician for Crane Engineering, Code 714, my duties and responsibilities included writing technical evaluations/repair actions for various cranes and equipment; researching repair information independently to interpret highly technical information from a variety of sources such as manufacturer's specifications: schematic block diagrams, construction prints, compliance standards, and/or technical documents and make appropriate recommendations. I also created electrical schematics; interpreted job orders; provided instruction on repair techniques/methods based on technical guidelines. I led teams to perform complex circuit troubleshooting in response to production outages and repaired problems to return electrical equipment to service (including SCADA, SCADA sensors, Electronic Drives, PLC's, Remote Terminal Units, and Human Machine Interfaces). All equipment troubleshooting required the ability to collect/analyze instrument readings and test data to make recommendations, records, and reports of conditions/repairs using technical analysis. I led and provided Crane Maintenance teams with the technical direction and oversight needed to fulfill maintenance requirements as well as provide training to give employees the required understanding and in-depth knowledge of generators, motors, programmable logic controllers, switchboards, control systems/protocols (PID's, Open/closed loop, CANbus, Modbus), and other electrical equipment. All of this work is performed in compliance with a wide range of governing standards, directives and procedures. These procedures include but are not limited to NAVFAC P-307, NAVCRANECENINST 11450.2, NFPA 70, NFPA 70E, Corporate lifting and handling manuals (CLHM), and local Lifting and Handling Administrative Procedures/Engineering Instructions (LHAP/LHEI).

I was frequently consulted by Journeyman, Supervisors, and Senior Engineers to lead and complete complex tasks or troubleshoot complex electrical equipment; to include monitoring electrical work practices/operations to verify electrical workers follow procedures and guidelines. Additionally, I have lead the development of arc flash calculation methods for Craft-Ward Leonard Portal Cranes and the procurement of new test equipment to support maintenance and troubleshooting of electrical drive systems. Some of the specific skills I utilized daily as an Engineering Technician include Critical/Systems Thinking Theories, Work Document generation, Planning, Material Estimating, Training, Quality Control, Electrical Theory, Complex Circuit Troubleshooting, Gathering Technical Data and Procedures from References, Oral and Written Communication, Computer Aided Design, Electrical Design, Maintenance Management, Electrical Print Reading and Layup Drawings, Technical Evaluation, Soldering, and Original Equipment Manufacturer (OEM) validation at the piece/part/sub-component level. I was designated as a technical work document quality reviewer, this is a designation is reserved only for senior level engineers and technicians. I was often ask to represent the engineering

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department's chief engineer for complex work and fact finding meetings to identify deficiencies and develop mitigation strategies.

Electrician, Helper

06/2016 - 05/2018

Series: 2805 Pay Plan: WG Grade: 5 Step: 2

PSNS-IMF Naval Shipyard, Code 730

While employed as an Electrician Helper in Crane Maintenance I worked on all categories and types of Cranes. Performing maintenance on these Cranes requires understanding and knowledge of a wide variety of governing standards, directives and procedures which include but are not limited to: NAVFAC P-307, Corporate lifting and handling manual (CLHM), and local Lifting and Handling Administrative Procedures/Engineering Instructions (LHAP/LHEI). I worked extensively with these documents to perform preventative and corrective maintenance using LHEI's and Lifting and Handling Work Instructions (LHWI's) to perform work. I utilized LHWI Changes (LHWIC's) or Document Change Requests (DCR) to correct administrative errors in paper work or to make technical changes to engineered documents such as terminology of electrical equipment subsystems and testing procedure errors.

In addition to the documentation required for maintenance, I performed numerous independent roles in planning evolutions and leading large maintenance services of Cranes utilizing my trades experience and training. I am experienced in the use of shop tools and Electrical/Electronic Diagnostic Equipment such as, Calipers, Levels, Laser Range Finders, Drills, Drivers, Band Saws, Chain Saws, Power Saws, Drill presses, Lathes, Mills, Digital and Analog Multi-meters, Insulation Testers (Meggers), Digital Tachometers, Voltmeters, Microscopes, Circuit Testers, Micrometers, and Oscilloscopes to troubleshoot, repair, test, replace, and maintain Electrical Components on Cranes. I provided both administrative and electrical training to electrical workers from helper to Journeyman levels in electrical theory, digital circuits, application of trade theory, and systematic troubleshooting to ensure safe work practices, all in accordance with OSHE-230 regarding the use of Personal Protective Equipment in and around high energy and high voltage electrical equipment.

My experience directly led to the numerous projects completed ahead of schedule, to include the successful C2 Service of Crane 85, completed in 47 days, 43 days ahead of schedule. I frequently lead complex tasks such as planning evolutions, troubleshooting complex systems, gathering technical data and procedures from references, liaison with Manufactures to find pertinent information for corrective and preventative maintenance, as well as engineered document creation. I have done a wide variety of technical work, from performing engineered maintenance evolutions to modifications and alterations. I performed rewiring, upgrades, and replacement of entire electrical systems for compatibility and to extend equipment life. I led troubleshoots of electrical equipment and subsystems on all categories of cranes using a systematic troubleshooting method, electrical print reading and OEM instructions. Leading these jobs requires effective communication skills, ability to lead others, and critical thinking to correct

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deficiencies using a wide range of methods and test equipment. I performed Quality Assurance (QA) checks of other electrical workers and Journeyman at all levels of work. I performed quality assurance inspections on work package creation for completeness and meeting necessary requirements, performing in process inspections of work performed to ensure safety and first-time quality of electrical work, and verification of electrical drawings/diagrams to ensure safe and reliable operation of systems. I often worked above my grade and expected level of experience providing engineers and inspectors with on hand knowledge of Cranes and electrical systems to aid in repair, modifications, process improvement, or correct documents and procedures.

Maintenance Supervisor  
Series: 2841  
U.S. Marine Corps

2014 - 09/2015

Served one and a half years as Maintenance Supervisor, during that time I carried out duties and responsibilities for both the Maintenance Supervisor and Chief position; this is a senior staff duty position. These duties included leading and managing a team of 12 Communications technicians of multiple trades and 6 different maintenance departments. Major responsibilities of this position included: planning, organizing, supervising maintenance operations, determining priorities and sequencing of maintenance evolutions, estimating material, scheduling daily and weekly work assignments, monitoring leave, providing oversight for repairs to ensure quality, implementing and developing work in accordance with safety procedures, and issuing performance appraisals to subordinates. Furthermore, I conducted research and generated maintenance reports at a department level to include maintenance, repair, overhaul, and procurement of Telecommunications systems and ancillary systems. I frequently led evolutions of multiple support elements and managers to perform complex maintenance evolutions, parts requisitions, and objectives often across international boundaries.

In addition to these responsibilities, I was also required to prepare technical documents directing required maintenance and alterations of electrical hardware on communication systems and components. As well as, prepare drawings and instructions to install complex communication systems, review work packages for completeness of scope and timeliness, provide specifications of alterations, and that all work met all standards set by the Marine Corps to certify equipment for use. I also created maintenance management programs and reporting techniques to improve productivity, streamlined existing methods to accurately report on unit readiness and ensure work was completed on time while maintaining DOD directed operating levels.

As the Maintenance Supervisor, I developed numerous precise test plans to collect data when troubleshooting problems on system, performed QA inspections of electronic systems, computers, antennas, UHF radios (up to 2GHz), VHF radios, HF radios, optical-fiber/coaxial/Ethernet cables, routers, switches, and ancillary equipment for satisfactory repairs



## Keith Crumb

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and operation before recertifying equipment for use. Additionally, I performed acceptance inspections of new test and communications equipment. I often led and instructed both small and large teams on complex maintenance and troubleshoots of satellite communications, digital multiplexing data transmission systems, radio multiband voice/data communication systems, and ancillary equipment. Troubleshooting these systems required utilizing advanced test equipment and interpreting electrical drawings and recorded test data for unusual responses, which indicate failure, or malfunctions of the equipment. Experts and Journeymen frequently consulted me to solve complex problems, tasks, and determine capabilities of systems in the field. The knowledge, skills and abilities used daily to fulfill the responsibilities of this position include, but are not limited to Critical/Systems Thinking Theories, Compiling and Analyzing Production Data and Trends, Complex Circuit Troubleshooting, Mentoring, Teaching, Leading Teams, Quality Control, Logistics, Inspection, Personnel Management, Certification of Equipment, Liaison Work, Quality Control, Advance Use of Job Specific Computer Applications, Customer Service.

Training Coordinator  
Series: 2841  
U.S. Marine Corps

2013 - 2015

Led the training department for the Communications Section of 89 Personnel and three assistant training officers, this position is a staff duty position. During that period, I created training schedules and established training requirements for four separate trades based on the Marine Corps training and readiness program that directly led to an increase in advancement across all trades and faster advancement within the maintenance section. I developed attributes and requirements for assistant trainers to ensure personnel received systematic training for conceptual knowledge/skills. Managed training records and assessed personnel progress towards mastery of training objectives. Created lesson plans using a variety of learning methodologies and reviewed/assessed existing plans to improve learning processes, measure effectiveness, and maximize retention of core concepts. Updated lesson objectives and training curriculum to meet new training criteria for updated publications or entirely new training objectives/references to meet learning objectives. Trained and mentored subordinate training managers to develop the necessary skills to be effective instructors and mentors. Bridged communications between managers to allocate resources for training evolutions such as references, training aids, classrooms, personnel, supplies, and equipment. Conducted meetings with other trainers to plan and institute new training methods, curriculum, and materials.

Assistant Maintenance Supervisor  
Series: 2841 Rank: E-4  
U.S. Marine Corps

2012 - 2014

(b)(6)

Served supervisory and management positions in of the following areas: Modification, Calibration, Maintenance Management, Training, Training management, Quality Control, Inspection, and Maintenance Production. Responsible for all communications maintenance reports on readiness at the department level, which include maintenance actions, repairs and lead times, overhaul of outdated equipment and vehicles, and procurement of new test equipment and parts requisition for repairs. Trained and supervised junior personnel how to use trade theory, electrical tools and instruments, hand tools, testing procedures, perform inspection, draw electrical schematics, read electrical drawings, perform alterations, modification, repair of communications and electronic equipment, diagnosis of deficiencies based on analysis of technical data derived from measurement equipment and technical guidelines for acceptance and repair. I directed and supervised work sequences to workers for preventative maintenance, repairs, modification and adjustments to restore UHF radios (up to 2 GHz), VHF radios, SSB radios, wireless point to point links (WPPL-D), Multiplexors, and VSAT satellite communications and report job status to the maintenance chief/communications officer. Many of these communication systems required configuration and repair of IP networking equipment such as; routers, media converters, switches, carrier Ethernet cabling, and optical-fiber cabling configurations to enable data transmissions of VoIP and e-Mail often over WAN and LAN system configurations. Oversaw less experienced personnel conduct corrective/preventative maintenance and testing actions, wiring, replacement of circuit board sub-components, cleaning/repairing fiber optic systems, determine interference sources for RF an audible noise and apply mitigations, circuit card replacement, fabrication of new assemblies, fabricating interfaces, fabrication of multimode TFCOA fiber optic terminations, fiber optic splicing, Optical loss testing, optical power testing, optical time domain reflectometer tests (OTDR), RF power tests, End-to-End BER tests for phone and data transmission at various transmission rates, Ethernet cable tests (CAT 5). Instructed junior technicians on application of trade specific tools (i.e. soldering, electrical instruments use, tape measures, calipers, levels, laser range finders, fusion splicers, crimping tools, cleavers, irons, common hand tools, drills, presses, drivers, power saws, wire wrap tools, punch downs, RJ45/15 connector crimper, oscilloscopes, spectrum analyzers, function generators, VSWR network analyzers (return loss meters), and electrostatic discharge protection straps/mats). Participated in six major unit operations and two unit deployments to the South Pacific. Supported local ground crews for communications operations such as: repairs, operational evaluations (communications plans and surveys), planning, estimating materials and manpower, equipment accountability, supervising personnel and critical work, inspections, quality assurance, certification, training, and technical support in areas of radio communications, digital electronics and electrical theory.

(b)(6)

Ground Radio Communications Technician  
Series: 2841  
U.S. Marine Corps

2011 - 2012

Perform a wide range of duties of electrical and electronics maintenance relating to the safe and continued operations of telecommunications and electronic equipment. These duties included visual inspection, repair, modification, and testing of electrical systems/equipment to identify defects and/or hazardous conditions, which resulted in the diagnosis of deficiencies based on analysis of technical data derived from measurement equipment and technical guidelines for acceptance and repair. I directed and supervised work sequences to workers for preventative maintenance, repairs, modification and adjustments to restore UHF radios (up to 2 GHz), VHF radios, SSB radios, wireless point to point links (WPPL-D), Multiplexors, and VSAT satellite communications and report the job status to senior technicians /managers. Many of these communication systems required configuration and repair of IP networking equipment such as; routers, media converters, switches, carrier Ethernet cabling, and optical-fiber cabling configurations to enable data transmissions of VoIP and e-Mail often over WAN and LAN systems. Common corrective maintenance and testing actions I performed were the repairing of loose wiring, replacement of circuit board sub-components, cleaning/repairing fiber optic systems, determine interference sources for RF an audible noise and apply mitigations, circuit card replacement, fabrication of new assemblies, fabricating interfaces, fabrication of multimode TFCOA fiber optic terminations, fiber optic splicing, Optical loss testing, optical power testing, optical time domain reflectometer tests (OTDR), RF power tests, End-to-End BER tests for voice and data transmission, Ethernet cable tests (CAT 5). These repairs or actions required journey level knowledge of the application of trade specific tools (i.e. soldering, electrical instruments use, tape measures, calipers, levels, laser range finders, fusion splicers, crimping tools, cleavers, irons, common hand tools, drills, presses, drivers, power saws, wire wrap tools, punch downs, RJ45/15 connector crimper, oscilloscopes, spectrum analyzers, function generators, VSWR network analyzers (return loss meter), and electrostatic discharge protection straps/mats). Furthermore, I served as an assistant for roles in the following maintenance sections: Calibrations, Modifications, Tool Maintenance, and Planning/Inventory Control.

(b)(6)

**Education & Training**

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**Navy Crane Center Course:**  
Crane Electrician (NCC-CE-01)  
Puget Sound Naval Shipyard  
Bremerton, WA

**Navy Crane Center Course**  
Electrical Crane Inspector (NCC-ECI-01)  
Puget Sound Naval Shipyard  
Bremerton, WA

**Navy Crane Center Course:**  
General Crane Engineering  
Puget Sound Naval Shipyard

**Navy Crane Center Course:**  
Electrical Crane Engineering  
Puget Sound Naval Shipyard

**Marine Corps Staff Academy**  
Management and Training Courses: Sergeants  
Course, Corporals Course, Leading Marines.  
Marine Distance Education Program (MarineNet)

**Marine Corps Communication Electronics School,**  
Ground Radio Repair Course  
29 Palms, CA

**Olympic College**  
141 Credits (Current Student)  
Electrical Engineering and Information Systems  
Bremerton, WA

**Marine Corps Communication Electronics School,**  
Basic Electronics Course  
29 Palms, CA

**Clearance**

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Security Clearance: DOD Navy Secret.

**Awards**

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*Navy Achievement Medal* March 2014

Fabricated power supply to enable communications equipment used in the evacuation of critically injured personnel.

*Meritorious Mast, Marine Corps Communications and Electronics school (BEC)* 14 June 2011

For superior academic performance, graduating second with a 91.25% final grade from the Basic Electronics Course (BEC).

*Meritorious Mast, Marine Corps Communications and Electronics school (GRRC)* 7 Dec 2011

For superior academic performance, graduating second with a 94.65% final grade from the Ground Radio Repair Course (GRRC).

Quality Step Increase (in grade promotion) 21 Jul 2019

Superior performance in the repair and maintenance of cranes as an Engineering Technician.

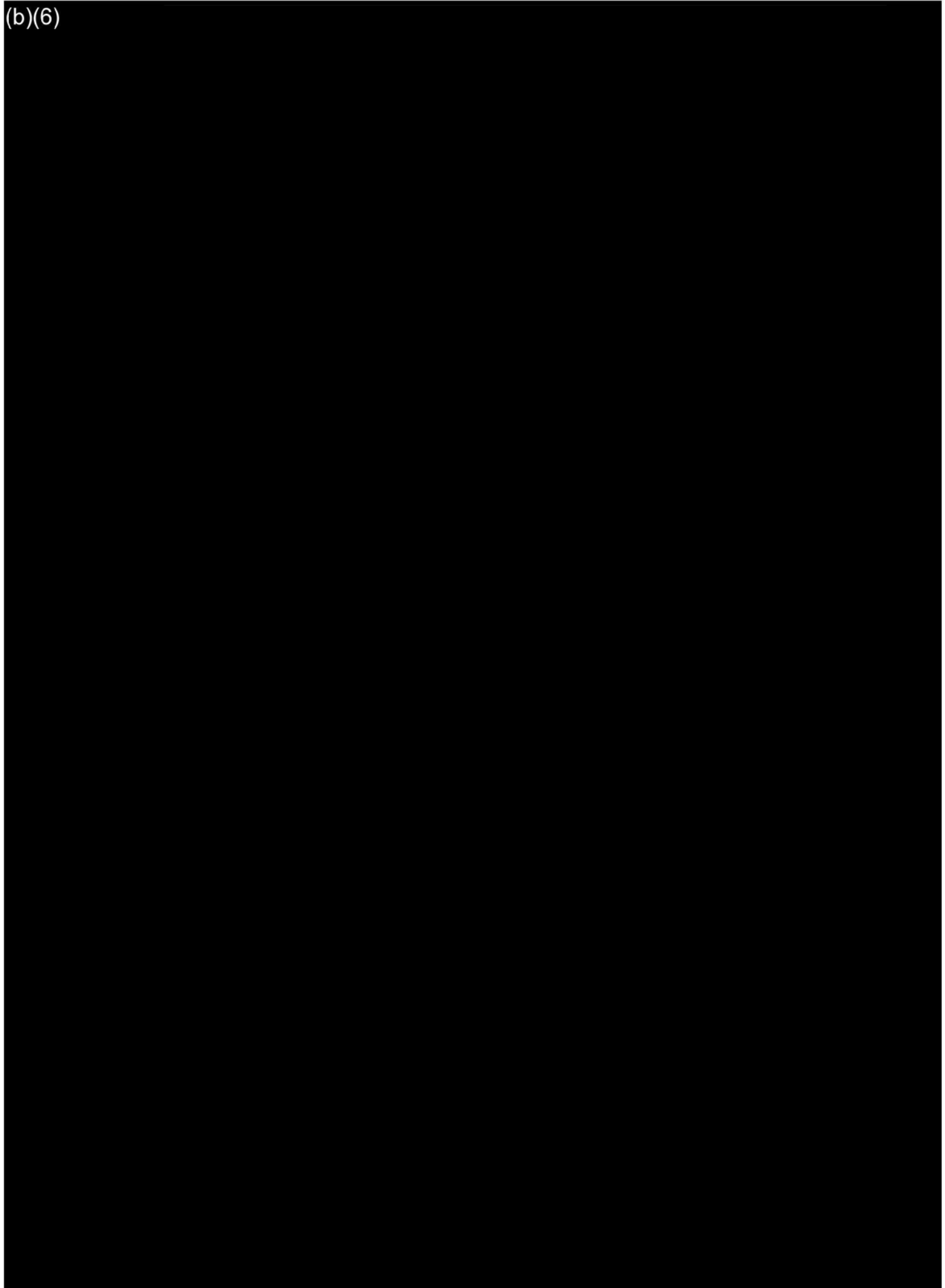
See career brief for Puget Sound Naval Shipyard awards.

(b)(6)

References

(b)(6)

(b)(6)



**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) CRUMB KEITH H.	2. Social Security Number (b)(6)	3. Date of Birth	4. Effective Date 01-02-2022
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FIRST ACTION		SECOND ACTION	
5-A. Code 894	5-B. Nature of Action Gen Adj	6-A. Code	6-B. Nature of Action
5-C. Code QWM	5-D. Legal Authority Reg 531.207	6-C. Code	6-D. Legal Authority
5-E. Code ZLM	5-F. Legal Authority E.O. 14061, Dated 22-DEC-2021	6-E. Code	6-F. Legal Authority

7. FROM: Position Title and Number ENGINEERING TECHNICIAN (ELECTRICAL) 96880-2434970	15. TO: Position Title and Number ENGINEERING TECHNICIAN (ELECTRICAL) 96880-2434970
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8. Pay Plan GS	9. Occ. Code 0802	10. Grade or Level 10	11. Step or Rate 05	12. Total Salary \$73,057.00	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0802	18. Grade or Level 10	19. Step or Rate 05	20. Total Salary/Award \$75,403.00	21. Pay Basis PA
12A. Basic Pay \$57,516.00	12B. Locality Adj. \$15,541.00	12C. Adj. Basic Pay \$73,057.00	12D. Other Pay	20A. Basic Pay \$58,780.00	20B. Locality Adj. \$16,623.00	20C. Adj. Basic Pay \$75,403.00	20D. Other Pay				

14. Name and Location of Position's Organization LIFTING AND HANDLING DEPARTMENT TECHNICAL DIVISION PSNS & IMF	22. Name and Location of Position's Organization LIFTING AND HANDLING DEPARTMENT TECHNICAL DIVISION PSNS & IMF
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EMPLOYEE DATA			
23. Veterans Preference 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%		24. Tenure 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite	25. Agency Use
27. FEGLI C0 Basic only		28. Annuitant Indicator 9 Not Applicable	26. Veterans Pref for RIF (b)(6)
30. Retirement Plan KF FERS (FRAE) FICA	31. Service Comp. Date (Leave) 06-27-2011	32. Work Schedule F Full Time	29. Pay Rate Determinant 0
33. Part-Time Hours Per Biweekly Pay Period			

POSITION DATA		
34. Position Occupied 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career	35. FLSA Category E - Exempt N - Nonexempt	36. Appropriation Code NAVY
37. Bargaining Unit Status NV3327	38. Duty Station Code 530180035	
39. Duty Station (City - County - State or Overseas Location) BREMERTON / KITSAP / WASHINGTON		

40. AGENCY DATA				
41. UIC: 4523A	42. ORG: 710	43. CC: 398	44. PAY OFF: CY/LOC ID: 193447	

45. Remarks

46. Employing Department or Agency U.S. Pacific Fleet (NV70)	50. Signature/Authentication and Title of Approving Official Tina J. Polzin Supv Human Resources Specialist - Electronically Signed
47. Agency Code NV70	48. Personnel Office ID 2416
49. Approval Date 01-07-2022	

**TURN OVER FOR IMPORTANT INFORMATION** 1 - Employee Copy - Keep for Future Reference  
 5-Part Editions Prior to 7/91 Are Not Usable After 6/30/93  
 NSN 7540-01-333-6236

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>CRUMB, KEITH H</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth		4. Effective Date <b>03/12/2023</b>			
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>						
5-A. Code <b>894</b>		5-B. Nature of Action <b>GEN ADJ</b>			6-A. Code		6-B. Nature of Action				
5-C. Code <b>ZLM</b>		5-D. Legal Authority <b>SECTION 10(B) BONNEVILLE PROJECT ACT.</b>			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number <b>POWER SYSTEM CONTROL CRAFTSMAN TRAINEE 5 J07864 00003382</b>					15. TO: Position Title and Number <b>POWER SYSTEM CONTROL CRAFTSMAN TRAINEE 5 J07864 00003382</b>						
8. Pay Plan <b>BB</b>	9. Occ. Code <b>2604</b>	10. Grade or Level <b>00</b>	11. Step or Rate <b>00</b>	12. Total Salary <b>\$57.77</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>BB</b>	17. Occ. Code <b>2604</b>	18. Grade or Level <b>00</b>	19. Step or Rate <b>00</b>	20. Total Salary/Award <b>\$59.63</b>	21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$57.77</b>		12B. Locality Adj. <b>\$0</b>	12C. Adj. Basic Pay <b>\$57.77</b>		12D. Other Pay <b>\$0</b>	20A. Basic Pay <b>\$59.63</b>		20B. Locality Adj. <b>\$0</b>	20C. Adj. Basic Pay <b>\$59.63</b>		20D. Other Pay <b>\$0</b>
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES CONTROLS &amp; COMMUNICATIONS CONTROL CENTER COMM OPS  DN00820TTCO VANCOUVER WA USA</b>					22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES CONTROLS &amp; COMMUNICATIONS CONTROL CENTER COMM OPS  DN00820TTCO VANCOUVER WA USA</b>						
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b> 1 - None    3 - 10-Point/Disability    5 - 10-Point/Other 2 - 5-Point    4 - 10-Point/Compensable    6 - 10-Point/Compensable/30%				24. Tenure <b>1</b> 0 - None    2 - Conditional 1 - Permanent    3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>			
27. FEGLI <b>C0 BASIC ONLY</b>				28. Annuitant Indicator <b>9 NOT APPLICABLE</b>				29. Pay Rate Determinant <b>0 REGULAR RATE</b>			
30. Retirement Plan <b>KF FERS FRAE AND FICA</b>			31. Service Comp. Date (Leave) <b>06/27/2011</b>		32. Work Schedule <b>F FULL TIME</b>			33. Part-Time Hours Per Biweekly Pay Period			
<b>POSITION DATA</b>											
34. Position Occupied <b>1</b> 1 - Competitive Service    3 - SES General 2 - Excepted Service    4 - SES Career Reserved			35. FLSA Category <b>N</b> E - Exempt N - Nonexempt		36. Appropriation Code <b>RR-CF02</b>			37. Bargaining Unit Status <b>1468</b>			
38. Duty Station Code <b>532370011</b>			39. Duty Station (City - County - State or Overseas Location) <b>VANCOUVER CLARK WA USA</b>								
40. Agency Data		41. EMPLID <b>(b)(6)</b>		42.		43.		44.			
45. Remarks <b>INTERIM WAGE ADJUSTMENT OF 3.22% IN ACCORDANCE WITH BPA-CPTC MOU, DATED FEBRUARY 16, 2023.</b>											
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>					50. Signature/Authentication and Title of Approving Official <b>ELECTRONICALLY SIGNED BY:</b>						
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>03/12/2023</b>		LIZA A. ROSA <b>DIRECTOR, HUMAN RESOURCES SERVICE CENTER</b>					



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# JOINT SERVICES TRANSCRIPT (JST) CORRECTION/UPDATE PROCEDURES (MARINE)

**The following items will NOT appear on JST: Awards and Local/Unit Level Training (including all other military training/courses without course ID numbers (CIN), & non-Department of Education courses such as FEMA, DHS, etc. Do NOT send this information; it will NOT be added to the JST.**

INFORMATION ON THE JST	CORRECTION PROCEDURES
<p><b>Personal Information</b> Originates from MCTFS</p> <p>Veterans without the original DD214 contact <a href="http://www.archives.gov/veterans">www.archives.gov/veterans</a>.</p>	<p><b>Active Duty:</b> Contact your servicing Unit Diary Clerk or Admin Office. That office will submit documents to update MCTFS.</p> <p><b>Veterans:</b> <u>MAIL</u> "Certified" or notarized <b>copy</b> of unaltered DD214 with original "Certified True" or notary signature to the JST OPERATIONS CENTER. Faxed/Emailed DD214's are NOT accepted. <b>DO NOT SEND YOUR ORIGINAL.</b> Provide your contact information with submitted documents.</p>
<p><b>Military Training/Courses</b> Marine Corps Total Force System (MCTFS), Training Information Management System (TIMS), and Marine Corps Institute (MCI) are shown on the JST. All courses must be entered into MCTFS prior to submitting to JST for corrections.</p>	<p><b>Active Duty:</b> ACE recommended college credit requires that dates and locations be shown. If the date and/or location is missing, mail a copy of course completion certificate, service record page(s), or DD Form 295 to JST Operations. All documents must be certified as a true copy by the Unit Diary/Admin NCO or notary.</p> <p><b>Veterans:</b> Mail a copy of course completion certificate, service record page(s), or DD214 to JST Operations. All documents must be certified as a true copy. Only courses taken during active/reserve duty times will be added. The only exception is if the course has ACE Military Guide credit (can be checked by going to the ACE Military Guide <a href="http://www2.acenet.edu/militaryguide/CourseSearch.cfm">http://www2.acenet.edu/militaryguide/CourseSearch.cfm</a>). Active Duty and Veterans <b>must include on the documents: First and last name, last four of SSN, rank, daytime phone number and Email address.</b> SEND TO JST (ADDRESS BELOW)</p>
<p><b>MILITARY EXPERIENCE</b> Military occupations (MOS). If the MOS codes are missing, they can be added (must first be added to MCTFS)</p>	<p><b>Active Duty:</b> Procedures for submitting documents showing changes/corrections to MOS codes are the same as those for Active Duty Corrections, Military Training/Courses above.</p> <p><b>Veterans:</b> Procedures for submitting documents showing changes/corrections to MOS codes are the same as those for Veterans Corrections, Military Training/Courses above.</p>
<p><b>Academic Courses/Degrees/Certifications</b> from institutions that are regionally or nationally accredited by an agency recognized by the US Department of Education (DoE). <a href="http://www.opc.ed.gov/accreditation">www.opc.ed.gov/accreditation</a></p> <p>Note: Foreign Transcripts can only be accepted if the institution's accreditation is recognized by the U.S. DoE. Credit evaluations or equivalency reports <b>cannot</b> be accepted.</p>	<p><b>Active Duty and Veterans:</b> <u>Non-TA and/or Non-NCPACE funded courses</u> – Academic courses completed during active duty service may be added to the JST. The JST OPERATIONS CENTER will only accept Official Transcripts directly from the school.</p> <p><u>Degrees/Certifications:</u> Only <b>OFFICIAL transcripts received directly from the school via mail or a secure electronic transcript service to the JST OPERATIONS CENTER will be accepted.</b> Degree, major field, date awarded and institution must be included on transcript.</p> <p>ONLY degrees/certificates that were earned during active duty will be added.</p> <p><b>Email JST OPERATIONS CENTER to notify of pending transcript arrival and to provide institution and level of degree (i.e. Associate, Bachelors).</b></p>
<p><b>Non-Academic Certifications/Licensures</b> Civilian, Technical certifications, Navy COOL, licensures, etc. that are NOT from an academic institution earned during active duty service.</p>	<p><b>Active Duty and Veterans:</b> Other certifications/licensures that are not from a Regionally/Nationally accredited institution recognized by the Department of Education may be added to the Academic Courses page. Send a "Certified True" copy of the certification to JST OPERATIONS CENTER.</p> <p><i>* A proper "Certified True" document includes signature, title, and date of the certifying official.</i></p>
<p><b>College Level Test Scores</b> CLEP, DSST, DLPT, ECE (formerly ACT-PEP, RCE)</p>	<p>For CLEP, DSST, DLPT exams taken in the last 3 months which are not reflecting on JST: Email JST CENTER for correction. DLPT exams taken after 3 months-submit exam transcripts for update. <a href="http://www.diflc.edu">http://www.diflc.edu</a> or <a href="mailto:sfly_defense_language@navy.mil">sfly_defense_language@navy.mil</a>. Other testing, contact DANTES at <a href="http://www.dantes.doded.mil">http://www.dantes.doded.mil</a>.</p>

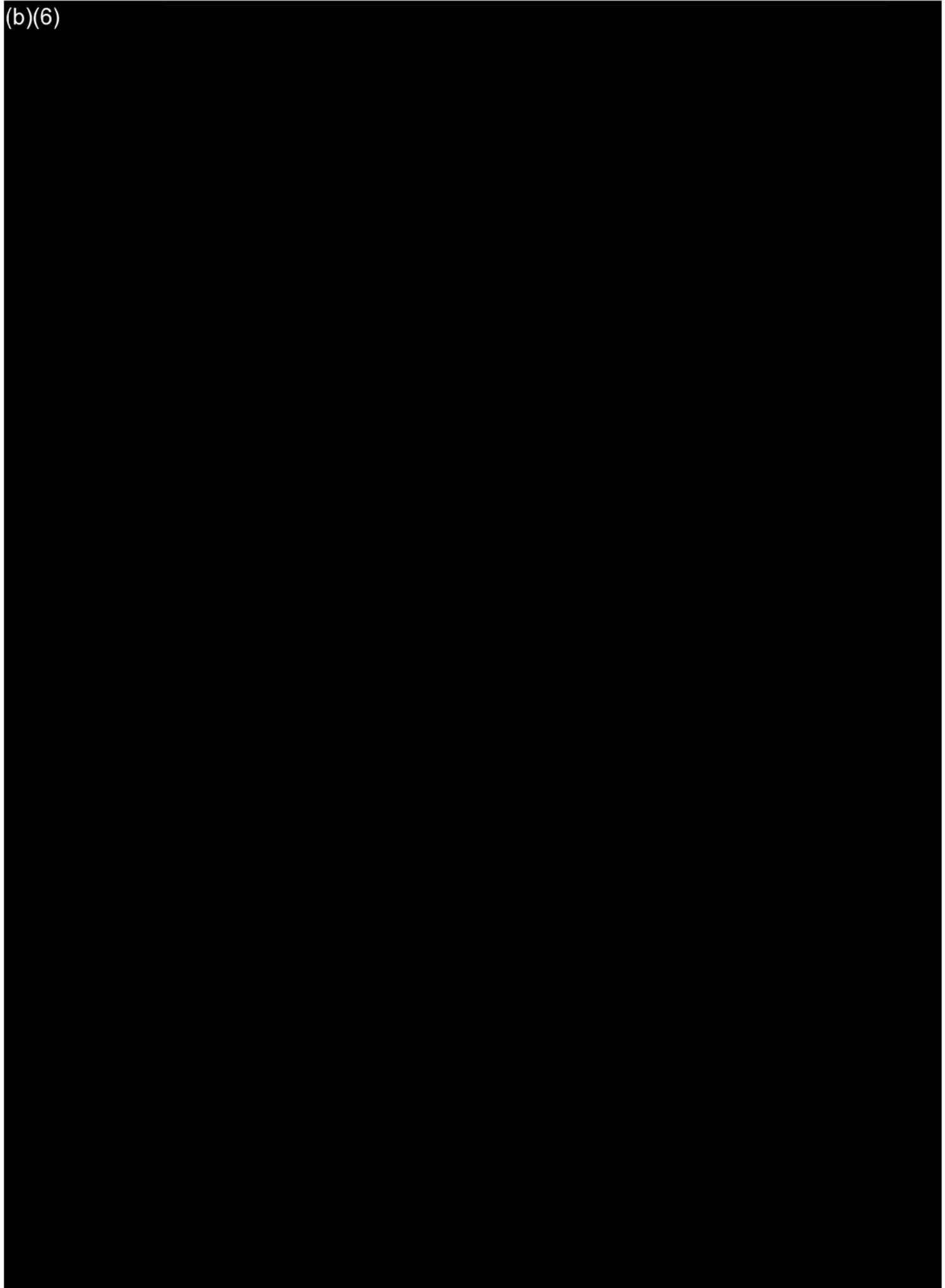
### JST OPERATIONS CENTER CONTACT INFORMATION

NETPDTC  
JST Operations Center, N644  
6490 Saufley Field Road  
Pensacola, FL 32509-5204

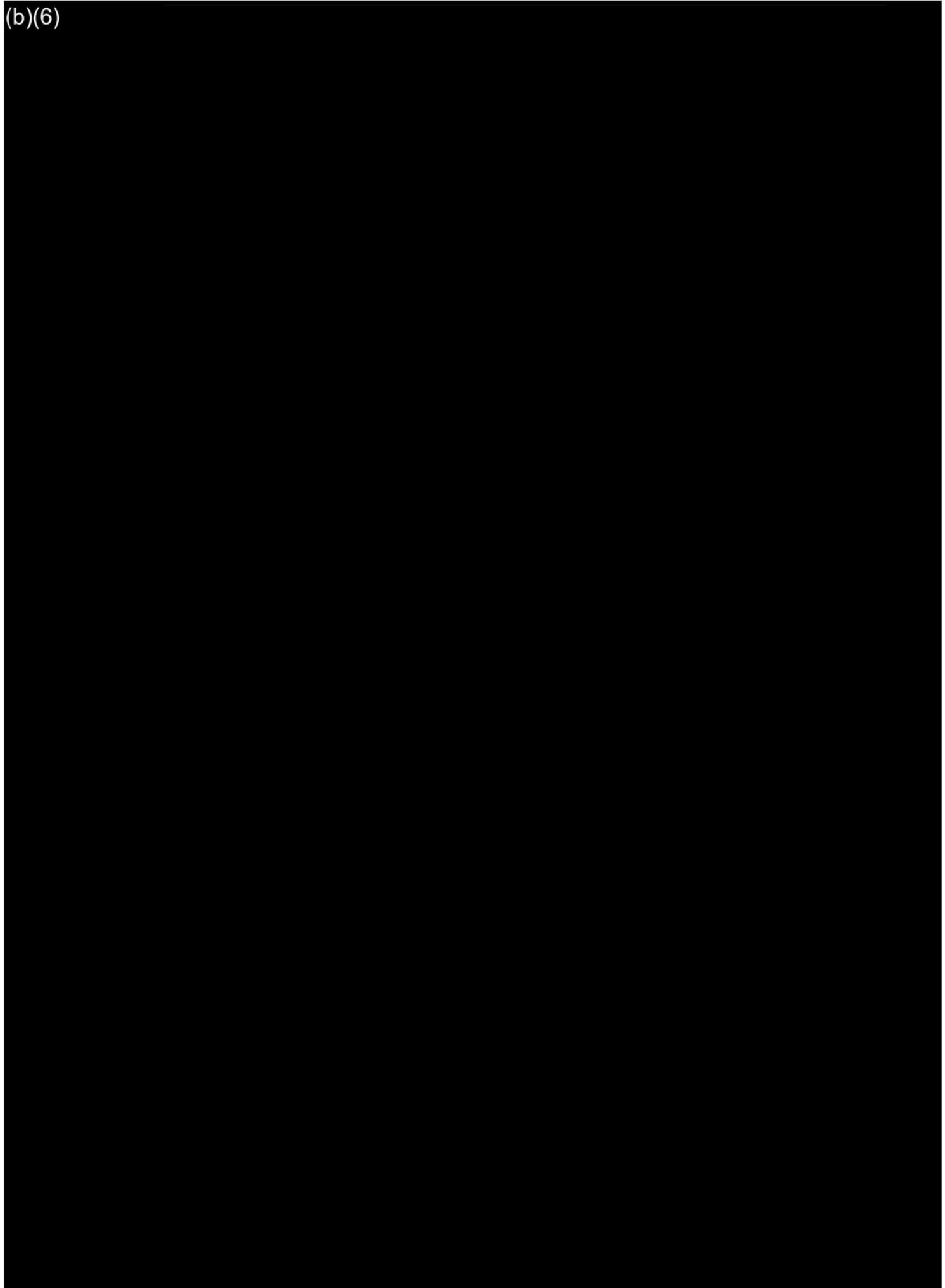
FAX: 850.473.6013 DSN: 753-6013  
EMAIL: [jst@doded.mil](mailto:jst@doded.mil)  
WEBSITE: <https://jst.doded.mil>

Nov 2016

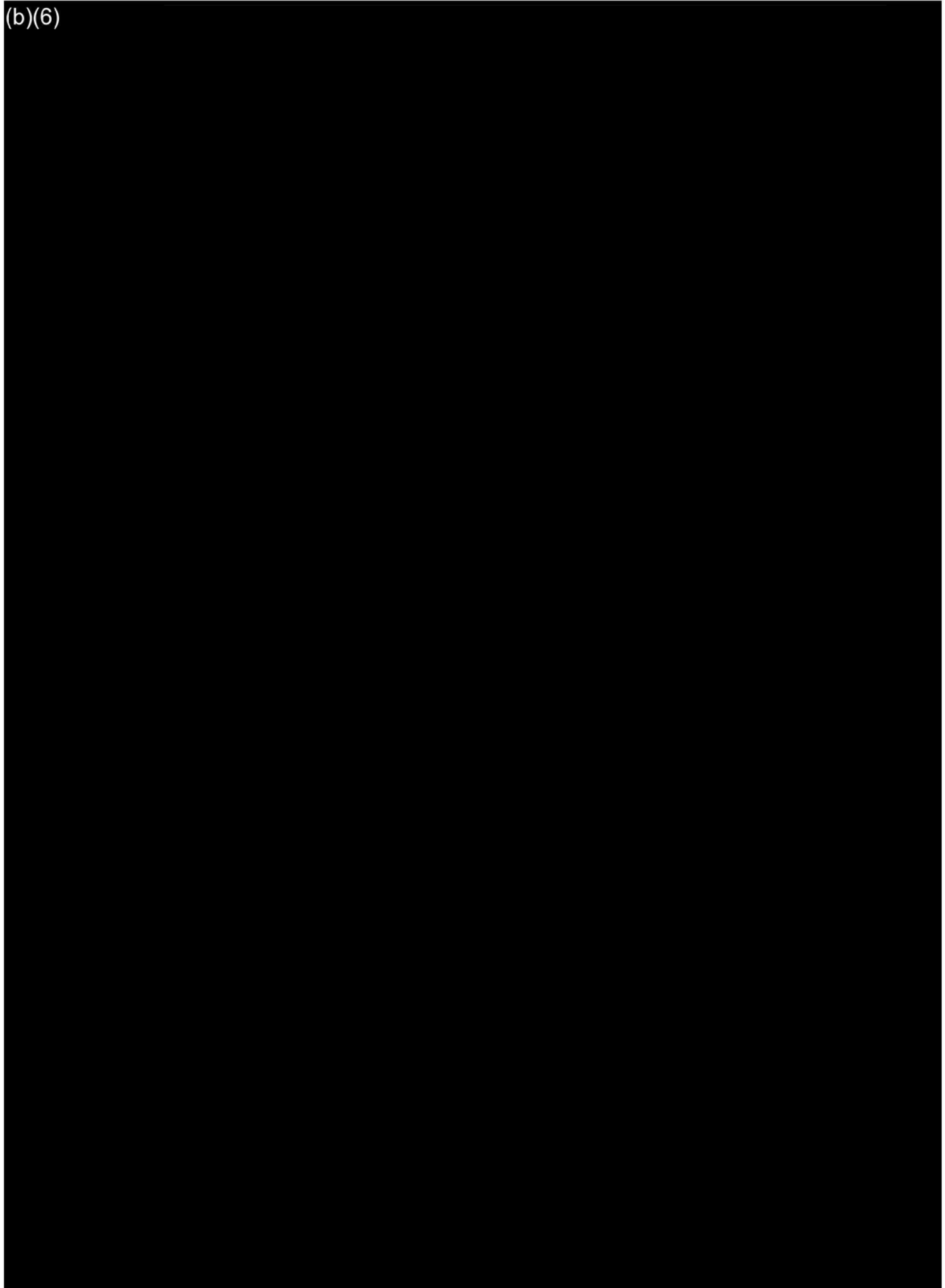
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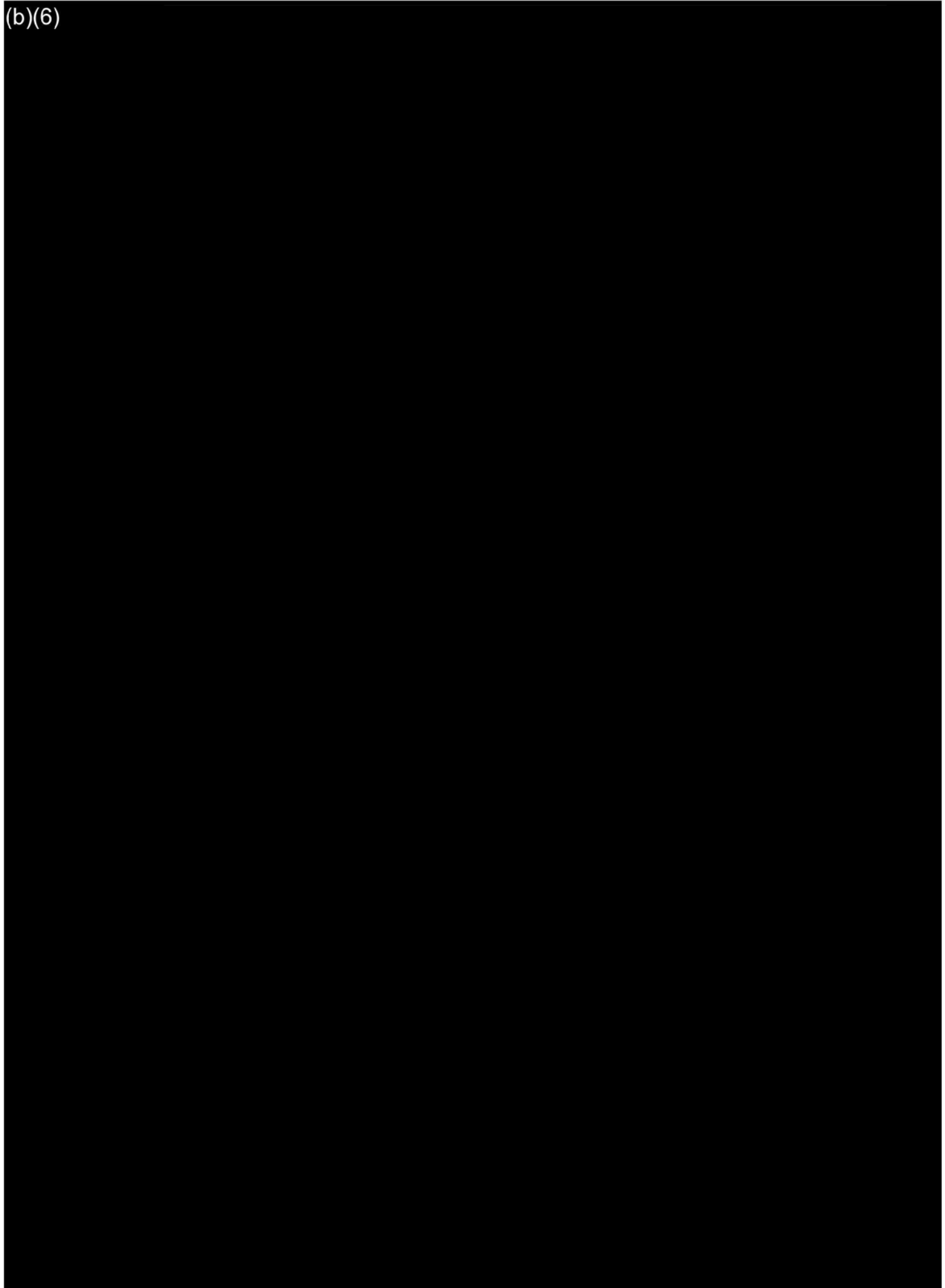
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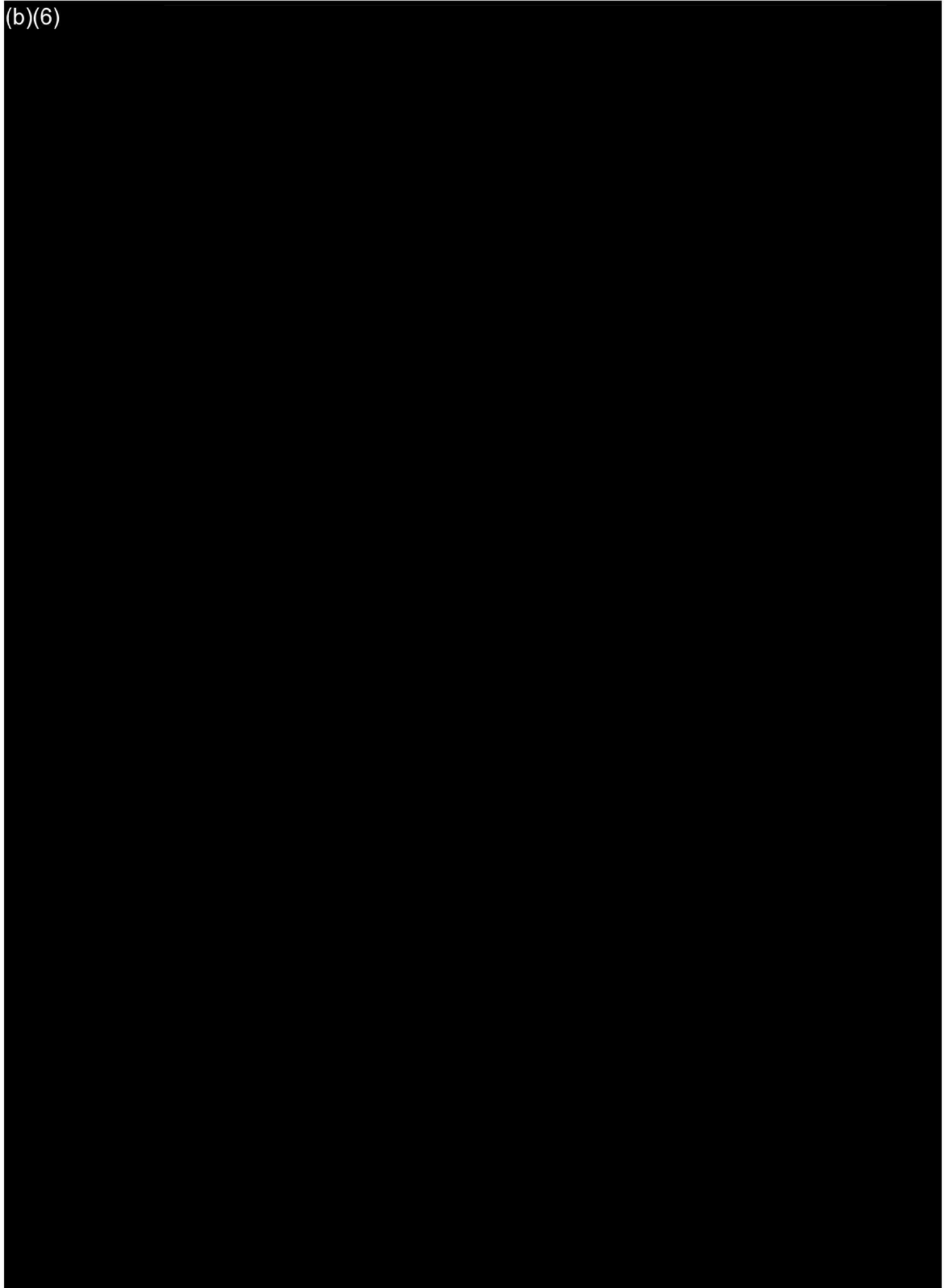
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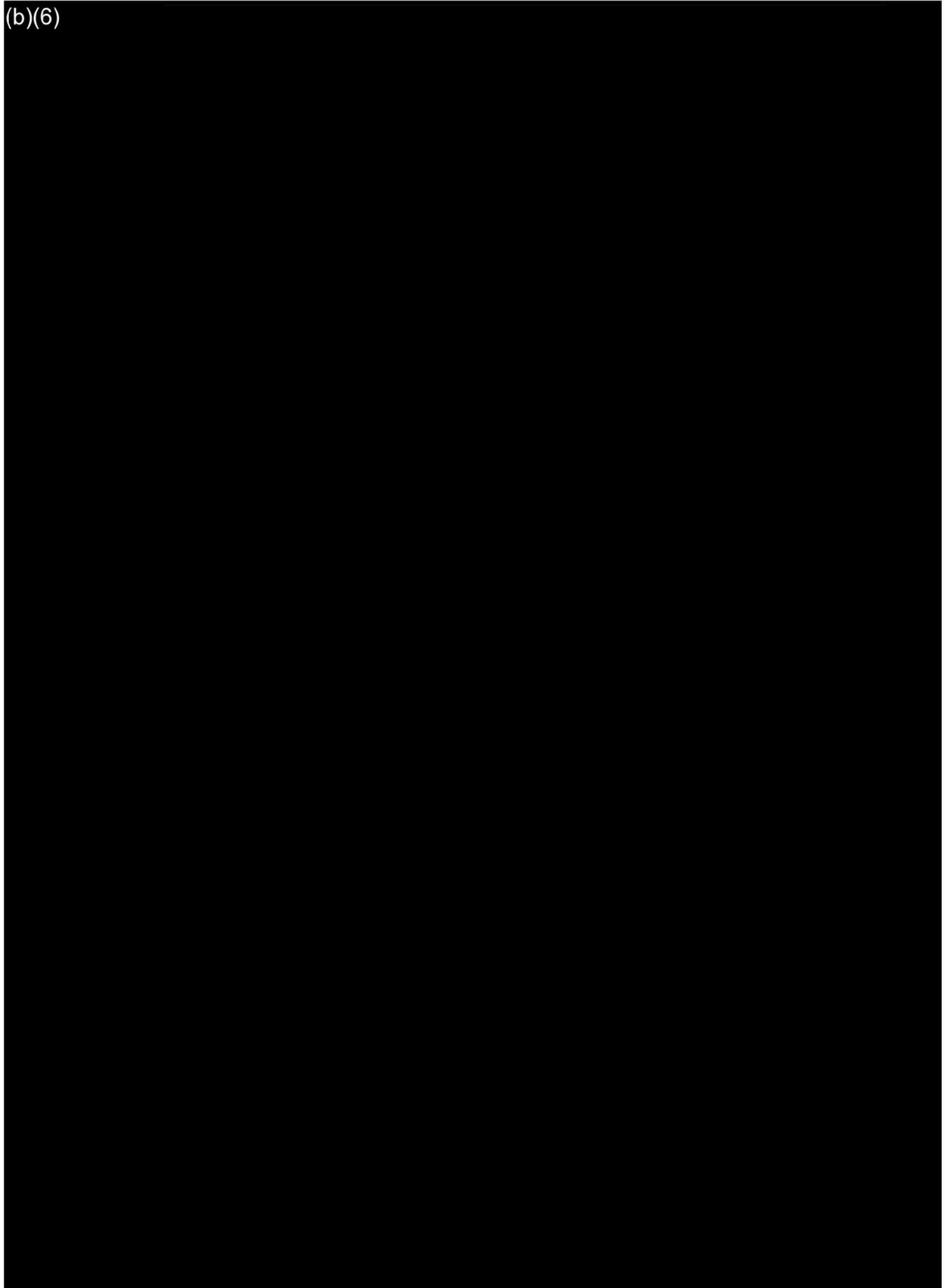
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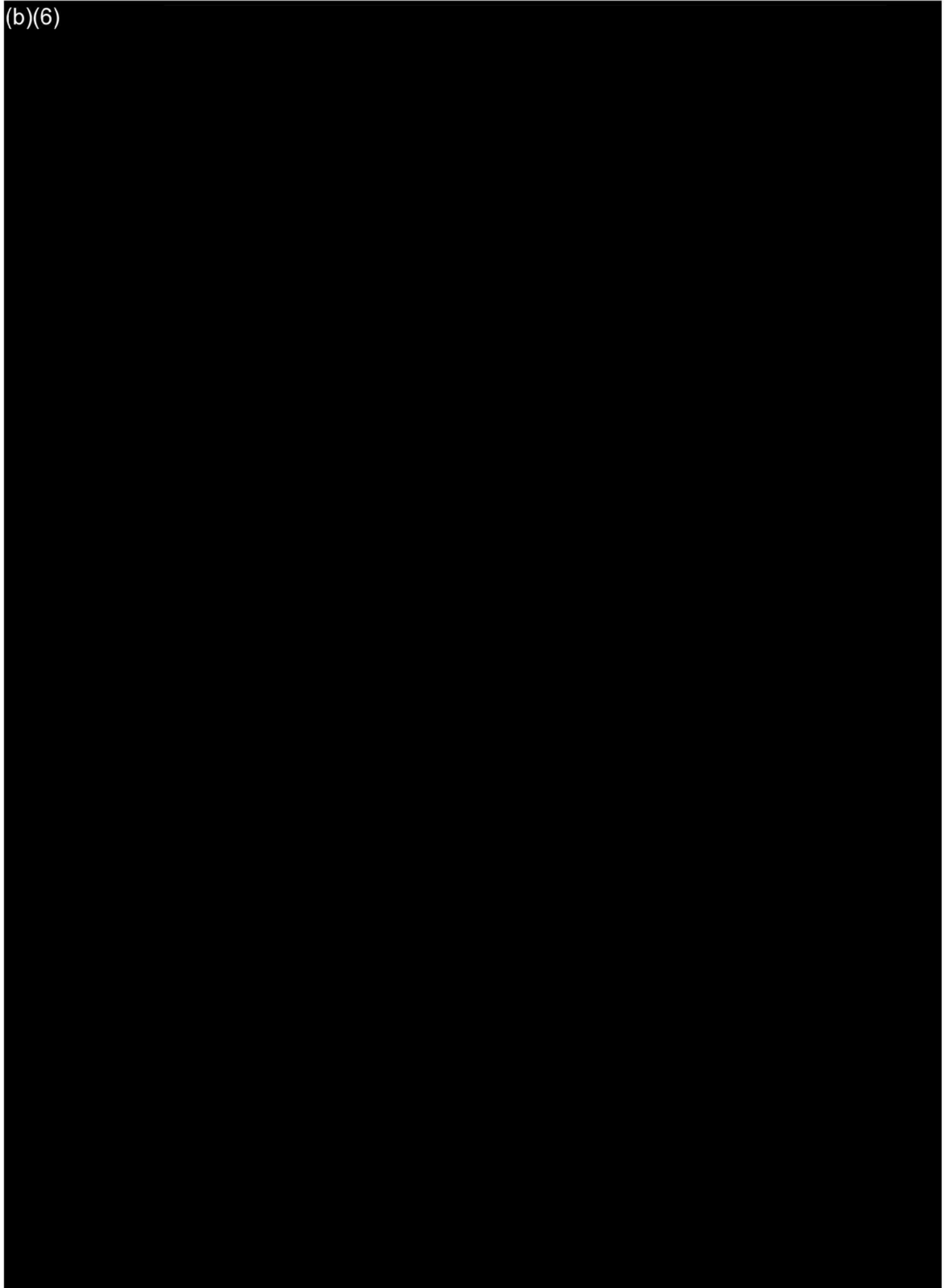


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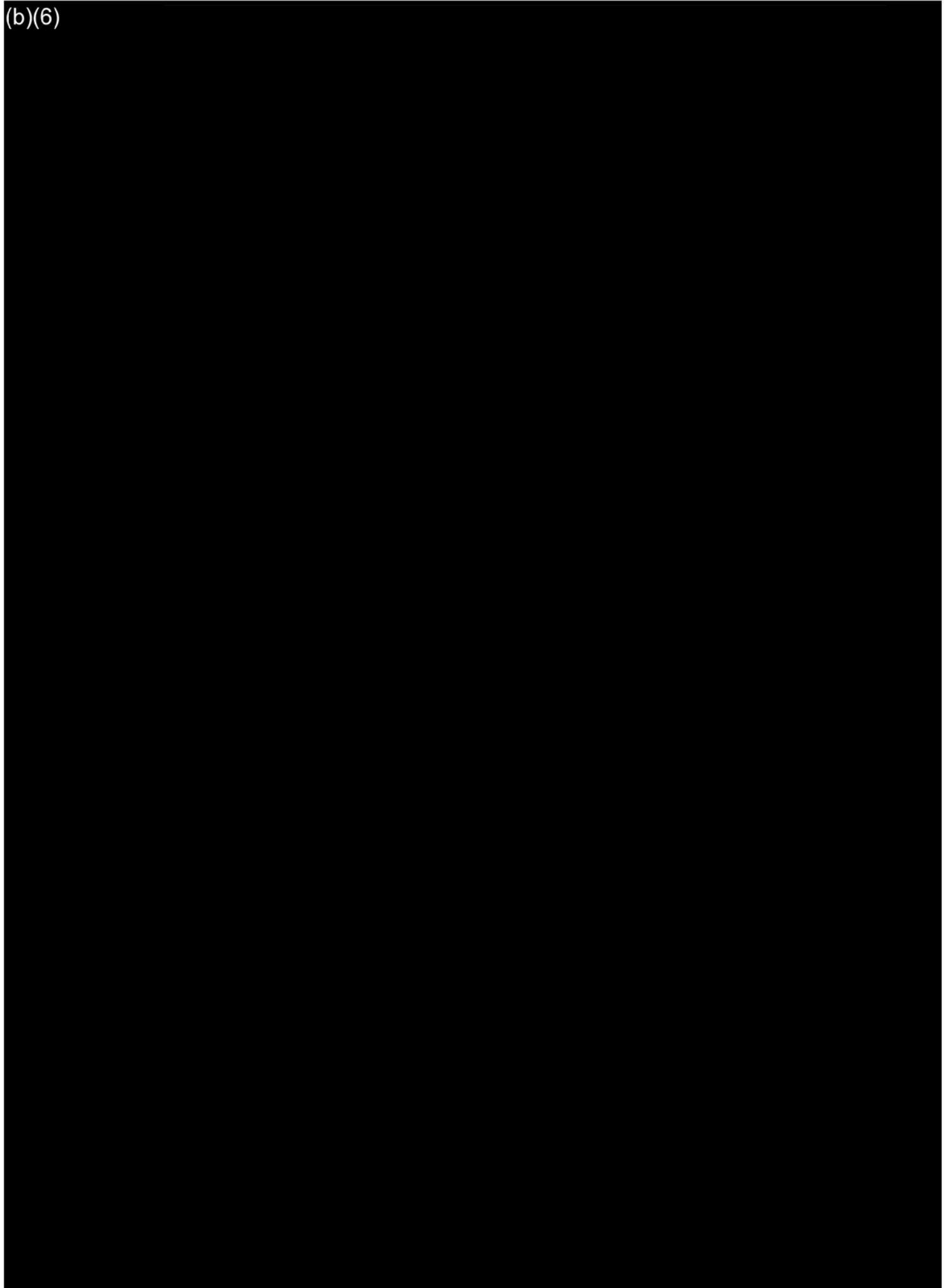




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# Kurtis Gabriel

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Position Applying For:	<b>Power System Control Craftsman Trainee 5</b>
Agency:	Bonneville Power Administration
Desired Location:	The Dalles, OR
Veteran Status:	(b)(6)
Security Clearance:	Secret (Active)

*As a multifaceted professional with 12 years of extensive leadership experience, I am currently seeking a position as a **Power System Control Craftsman Trainee 5** with BPA. While much of my professional experience has been in aviation, I have acquired knowledge and skills pertaining to electronics along the way. I bring my experience in decision making, troubleshooting, organizational, and leadership skills to BPA, as well as the ability and interest to learn the tasks and duties associated with the PSC Craftsman Trainee position.*

## **RELEVANT QUALIFICATIONS**

- Experience in installation, maintenance and repair of electronic equipment
  - Fiber Optics
  - Radio Telecommunications Equipment
  - Aviation Networking
- Proven ability to work well in a multi-cultural, regional & international team
- Performed aircraft equipment maintenance to maintain maximum readiness and availability
- Ability to troubleshoot highly technical problems and find solutions in a timely manner utilizing tools and test equipment
- Ability to work efficiently in a high risk/high stress work environment

## **PROFESSIONAL EXPERIENCE**

### **UAS Maintenance Team Manager**

**2018-Present**

*In situ, Bingen, WA*

- Effectively leads team members to achieve both individual and company goals with over 90% success rate on goal execution.
- Manages Org 330 Capital asset financial metrics to support the execution of training requirements
- Forecasts and manages personnel, facilities, equipment and tools to execute on maintenance training services both local and deployed.
- Works collaboratively in the planning, development, implementation and execution of revenue generating training basis of estimates.
- Planned costs of projects and ensured the completion on time and on budget.
- Collect reports, data along with other pertinent information and providing analysis to upper management on equipment conditions, personnel utilization and overall school house conditions

### **UAS Maintenance Instructor Level 4**

**2016-2018**

*In situ, Bingen, WA*

- SMC001 Course Owner (Aircraft maintenance) -- Leading a cross functional technical team of well-versed subject matter experts on constantly improving courseware, teaching techniques and practical events resulting in a world-class customer experience.
- Lead instructor on all Aircraft maintenance to include Tools and Test equipment, fiber optics maintenance and repair, electro static discharge (ESD), Theory of Electronics/theory of electricity, aircraft assembly, component assembly, installation and repair, networking, network cable building, CAT 5 testers, troubleshooting of routers and managed field switches on all aircraft, ground control stations and support equipment.
- As lead instructor I would inspect records and prepare reports in the school house to deliver analysis to management.
- Work with various groups establishing partnerships and maintaining strong and effective working relationships.
- Effectively use performance management strategies with a diverse staff to cohesively deliver world class ScanEagle training

- Subject matter expert on the removal, installation, programming and encryption of Aircraft digital and analog Radio Telecommunication equipment such as Tactical Comm Relay payloads, Bandit Radios, Freewave modems and other customer payloads ranging from 1.3GHz to 2.4GHz and above
- Championed the implementation of fiber optic troubleshooting, cleaning and repair into our basic aircraft maintenance course
- Directly responsible for the implementation of a signal hound spectrum analyzer in our aircraft maintenance course. Through this we were able to teach hundreds of students on the use of a spectrum analyzer and determining the location of UHF/VHF audible noise and interference at operational sites resulting in higher operational readiness.
- Demonstrated the use of various test equipment, spectrum analyzers, oscilloscopes and return loss meters
- Assign and manage collateral duties to provide team members growth resulting in team cohesion.
- Assist with administering charge codes for team members
- Instructed students on the use of different tools (power tools, operational site setup.
- Supervise classes and ensure course completion is in accordance with the contract and Technical Assistance Agreement (TAA) requirements.
- Demonstrated the use of tools and measuring instruments to instructors and students such as power tools, saws, tape measures, calipers and levels to conduct site setup, aircraft maintenance, weight & Balance.
- Team lead troubleshooting aircraft electrical systems using various tools and test equipment.
- Determine daily instructional needs/objectives based on course load and student composition and adjust content and delivery as necessary
- Used highly technical information (manufactures specifications, technical diagrams, and/or technical documents) to train both foreign and domestic students with little or no previous experience in a multitude of subjects to include aircraft electrical theory, operation of circuits, pneumatics, electronics, maintenance, tools and test equipment and ESD to ensure students comprehend and can demonstrate tasks.
- Schedule training resources to include facilities and hardware/equipment
- Conducted and taught preventative maintenance on aircraft and support equipment digital transport equipment, fiber optic systems and fiber optic cable testing and replacement. Conducted optical tests with OTDRs and optical power meters to ensure proper maintenance was completed.
- Works with curriculum and publications departments to submit recommended course content changes for approval
- Instructed students and instructors on the configuration and repairs of Ground Control Stations networking equipment to include removal and replacement of routers or switches
- Provide feedback for performance reviews.
- Serving as a subject matter expert on a multitude of subjects with recent end user experience regarding product content

### **UAS Mishap Investigator**

**2013-2015**

*Insitu, Bingen, WA*

- Conducted Unmanned Aerial Systems (UAS) mishap investigations to include root cause analysis and identifying key human factors which led to a 10% overall mishap rate reduction to date
- Published lead investigation reports that identified causes and recommended corrective actions to alleviate future mishaps which directly reduces overall program costs
- Individually reclassify all Insitu mishaps in accordance with MIL-STD-882 setting the standard in a leading UAS Flight Safety division and aligning with DOD manned aviation standards
- Update mishap database, perform trend analysis, identify trends and coordinate results for action
- Highly proficient in the entire Microsoft Office Suite, SharePoint, Relex database, and Trackit software
- Extensive UAS experience which has led to being the Insitu Flight Safety go-to person for identifying Human Factors

### **Project Manager/Site Lead**

**2010-2013/2015-2016**

*Insitu, Bingen, WA*

- Managed all aspects of daily site operations including; logistics, serialized inventory control in excess of ten million dollars, mission planning, radio telecommunications equipment, flight operations, maintenance completion and reoccurring training requirements while maintaining a 98% mission readiness requirement.
- Managed and successfully led over 65 individuals to include daily flight operations, training, spoke and R&R rotations, emergency leave, counseling and FSR feedback forms
- Used different tools and measuring devices (portable power tools, drills, saws, chain saws, tape measure, levels, laser range finders) to conducted site surveys to understand the probability of a successful site for aircraft operations.
- Conducted bi-weekly teleconferences with people at various levels throughout the military and Insitu to communicate present and projected, logistical moves, future site operations and personnel needs

- Used highly technical information (manufactures specifications, technical diagrams, and/or technical documents) to troubleshoot and test support equipment and ensure operational success.
- Worked directly with the military liaison officer to coordinate and execute mission requirements and stay compliant with the current contract
- Directly supported all Aircraft maintenance to include Tools and Test equipment, fiber optics maintenance and repair, electro static discharge (ESD), Theory of Electronics/theory of electricity, aircraft assembly, component assembly, installation and repair, networking, CAT 5 cable building, CAT 5 testers, troubleshooting of routers and managed field switches on all aircraft, ground control stations and support equipment in the field.
- Worked directly with foreign customers in the field identifying the opportunity for business growth and cultivating sales based on customers current and projected needs
- Consistently use measuring instruments such as tape measures, calipers and levels to conduct aircraft weight and balance to ensure the proper center of gravity.
- Provided technical support to foreign customers resolving complex operational events
- Trained multiple UAS operators on site specific mission requirements and airspace navigation procedures to ensure accurate ISR targeting and minimize pilot-error incidents
- Trained and oversaw operations of maintenance management system (Saphire/FrontEnd) to ensure accurate flight data reporting, logistical transactions, and 100% equipment readiness
- Conducted preventative maintenance on aircraft and support equipment fiber optic systems and fiber optic cable testing and replacement. Conducted optical tests with OTDRs and optical power meters to ensure proper maintenance was completed.
- Conducted configuration and repairs on Ground Control Stations networking equipment and digital transport equipment to include programming, removal and replacement of routers or switches
- Achieved 1200+ hours as pilot-in-command of ScanEagle UAS to include 210 launches & 240 recoveries
- Provided domestic and foreign customers with operational training in the field and in a formal classroom setting through the use of still shots and Full-Motion Video (FMV)
- Perform all required preventive and corrective maintenance actions to include: engine repair/rebuild, avionics, aircraft repair, camera upgrades, composite repair, site diesel generator and vehicle preventative and scheduled maintenance
- Conducted troubleshooting on a daily basis through the use of test equipment, spectrum analyzers, multimeters and oscilloscopes to pinpoint system technical problems in components that not only saved valuable time but saved money in turn directly reducing overall site costs
- Install operational software and perform system upgrades and operational checks to all ground support equipment
- 50 months of total forward-deployed time in support of multiple aviation operational environments

#### **UAS Pilot/Maintainer Lead Instructor**

**2009-2010**

*ISR Group, Savannah, TN*

- Developed courseware and verified technical accuracy for over 20 lessons while maintaining above 90% course graduation rate
- Conducted evaluations throughout the timeline of each class to determine the progress of students and highlighted gaps in training curriculum where improvements were needed
- Conducted mock check-rides in preparation for final check-rides with 100% student final pass rate
- ScanEagle UAS Pilot Instructor responsible for teaching approximately 200 students in classroom and field settings. Trained all aspects of UAS flight operations to include: interface software familiarity, camera operations, basic flight principles, safe flight techniques, emergency procedures, ground crew operations, equipment set-up/tear down, and new site survey assessments

#### **ScanEagle UAS Pilot/Site Lead**

**2008-2009**

*ISR Group, Savannah, TN*

- Directly managed 5 personnel and was responsible for total site mission readiness
- Deployed to high threat/high risk areas with Army, Navy, and Marine Corps units in support of ISR collection as a UAS pilot and maintainer
- Performed all aspects of aircraft and support equipment maintenance to maintain maximum equipment readiness and availability
- Served as ISR Group Theatre Lead throughout Iraq. Responsible for coordinating the rotation of personnel in and out of theatre to stay compliant with the contract

## **MILITARY EXPERIENCE**

### **Aviation Structural Mechanic/US Navy**

**2004-2008**

- Served honorably in the United States Navy from August 2004 to August 2008. During that time involved in at-sea combat operations in the Persian Gulf and on-land combat support operations in Iraq.
- Stationed aboard USS John C. Stennis, CVN-74 serving as an aviation sheet metal and composite structural mechanic.
- Experience with repairing aviation hydraulic systems.
- Responsible for maintenance of all aircraft onboard USS John C. Stennis. Complied with all 3M (Maintenance, Materials, Management)/NALCOMIS program requirements and ensured that all repairs were in compliance with Naval QA Standards.
- Accountable for serialized inventory of all sheet metal shop tools(IMRL) in excess of 4 million dollars. .
- May of 2006 to August of 2007, deployed to Camp Bucca Iraq, as a Prison Guard, in support of Detainee Operations. Responsibilities included detainee escorts and transfers, compound searches through the use of group tactical movements, over watch, and base internal and perimeter security checks. Proficient in the uses of multiple weapons.

## **MILITARY AWARDS**

Navy and Marine Corps Achievement Medal, Navy Unit Commendation Ribbon, Meritorious Unit Commendation, Navy Good Conduct Medal, National Defense Service Medal, Iraq Campaign Medal, Global War on Terrorism Expeditionary Medal, Global War on Terrorism Service Medal, Navy Sea Service Deployment Ribbon, Navy and Marine Corps Overseas Service Ribbon, Aviation Warfare Specialist Insignia, 2006-2007 Junior Sailor of the Year, and 2004- 2008 Early Promote Evaluation Reports.

## **EDUCATION**

A+, Networking+ Prep Course 2005

Insitu UAS Accident Investigation Course

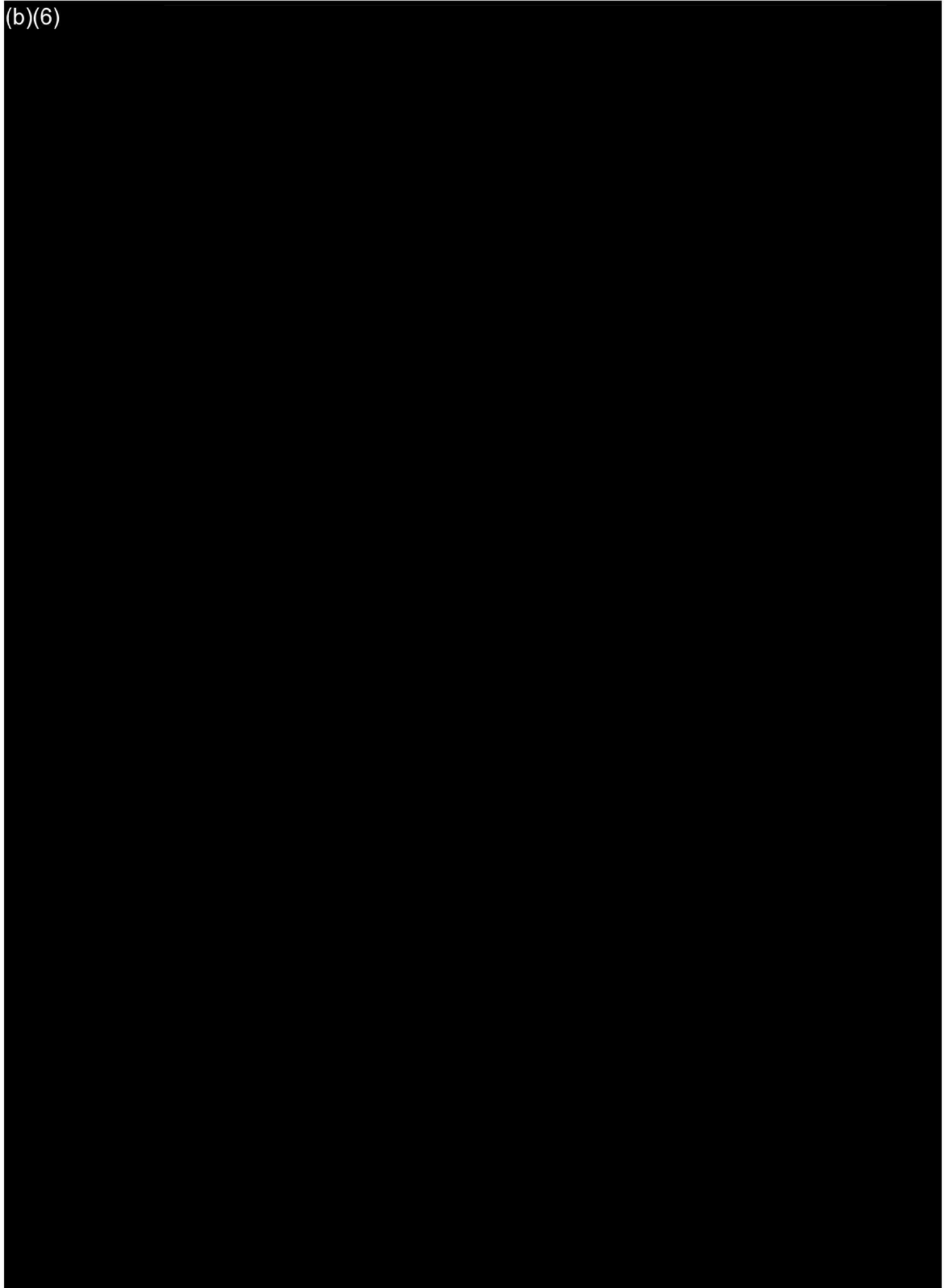
Insitu Scaneagle/RQ-21A/Integrator Instructor Course

Insitu Scaneagle/RQ-21A/Integrator Maintainer Course

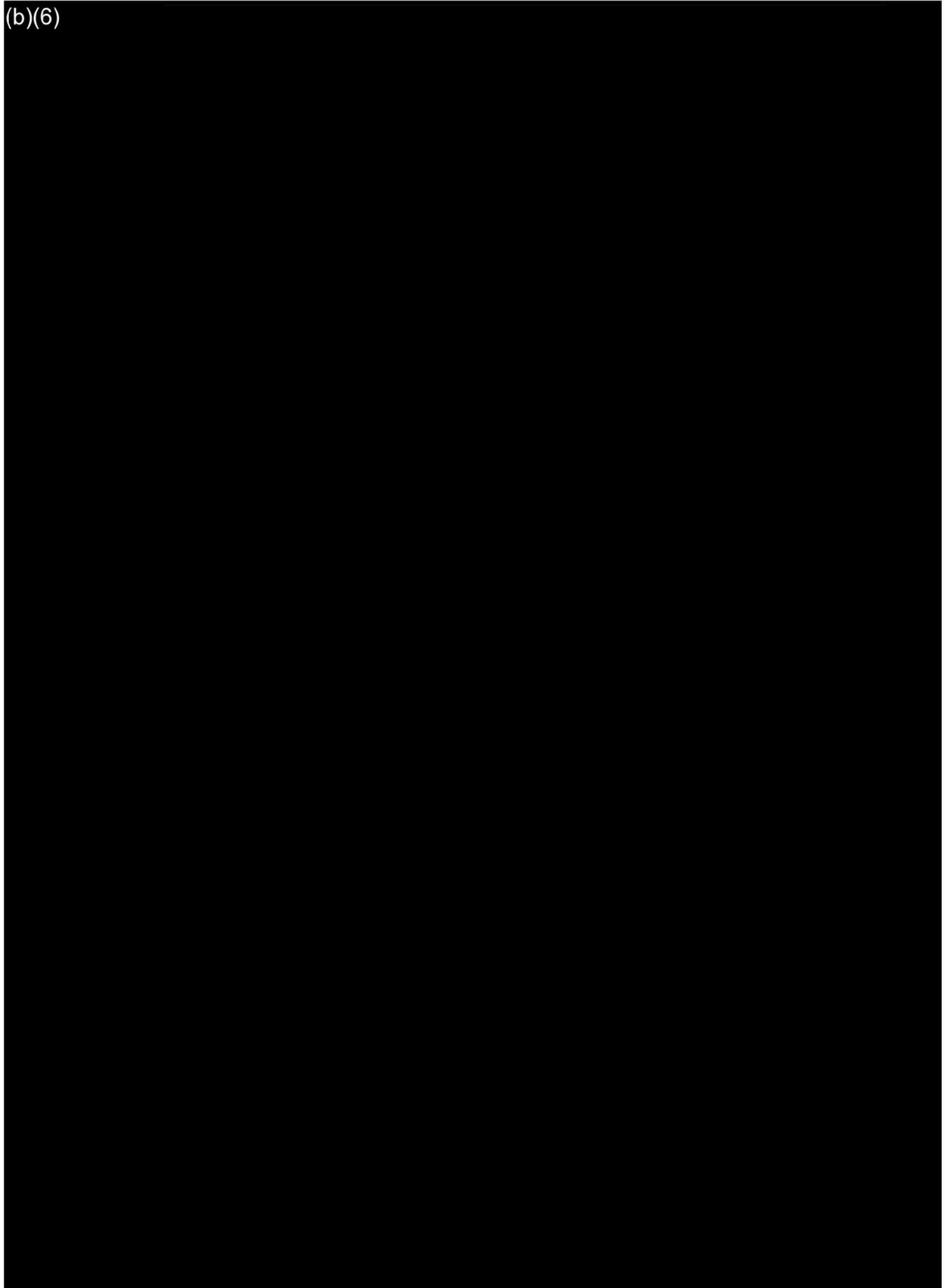
Insitu Scaneagle/RQ-21A/Integrator Operator Course

2003-2004 Highland Community College

(b)(6)



(b)(6)





# Kurtis Kabriel

(b)(6)

Position Applying For:	<b>Power System Control Craftsman Trainee 5</b>
Agency:	Bonneville Power Administration
Desired Location:	The Dalles, OR
Veteran Status:	(b)(6)
Security Clearance:	Secret (Active)

May 31, 2022

Bonneville Power Administration  
Human Resources Department  
PO Box 3621  
Portland, OR 97208

To Whom It May Concern:

With reference to the job announcement on USAJobs.gov, I would like to formally apply for the **Power System Control Craftsman Trainee 5** position with Bonneville Power Administration. I am a United States Navy Veteran, and have been working for Insitu in Bingen, WA since 2010, currently as a UAS Maintenance Team Manager. I have 12 years of experience in leadership, specifically within aviation, but my interests have always lied within the electronics and communications realm – which is why this position peaked my interest.

Much of my professional experience is with both military and civilian manned and unmanned aviation. My relevant experience for this position is in the installation, setup, test, maintenance, field modification and repair of electronic equipment to include but not limited to: handheld radios, microwave antennas, c-band radios, antenna repeaters, fiber switches, network routers, Harris and Freewave radios. In doing this I have used a multitude of tools and test equipment which I thoroughly describe in my resume.

I have a background that demonstrates a high level of organizational, resource and management skills that result in team operation and process efficiency. I work well in high stress situations, and under no supervision. I also have experience in maintenance and troubleshooting technical problems.

Please refer to the enclosed resume for further information. I would like the opportunity to meet with you about this position and provide you more information about my candidacy. I can be reached by e-mail at (b)(6) or cell (b)(6). Thank you for your time and consideration. I look forward to speaking with you about this opportunity.

Respectfully,

Kurtis Kabriel

(b)(6)



## NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) <b>Kabriel Kurtis O</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth		4. Effective Date <b>01-14-2024</b>			
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>						
5-A. Code <b>702</b>		5-B. Nature of Action <b>Promotion</b>			6-A. Code		6-B. Nature of Action				
5-C. Code <b>N6M</b>		5-D. Legal Authority <b>Reg 335.102</b>			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number <b>Power System Control Craftsman Trainee 6 PD: J07865 Position: 00003978</b>					15. TO: Position Title and Number <b>Power System Control Craftsman Trainee 7 PD: J07866 Position: 00003978</b>						
8. Pay Plan <b>BB</b>	9. Occ. CD <b>2604</b>	10. Grade/Level <b>00</b>	11. Step/Rate <b>00</b>	12. Total Salary <b>\$60.82</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>BB</b>	17. Occ. CD <b>2604</b>	18. Grade/Level <b>00</b>	19. Step/Rate <b>00</b>	20. Total Salary/Award <b>\$62.02</b>	21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$60.82</b>		12B. Locality Adj. <b>\$0</b>	12C. Adj. Basic Pay <b>\$60.82</b>		12D. Other Pay <b>\$0</b>	20A. Basic Pay <b>\$62.02</b>		20B. Locality Adj. <b>\$0</b>	20C. Adj. Basic Pay <b>\$62.02</b>		20D. Other Pay <b>\$0</b>
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Transmission Services The Dalles District PSC The Dalles  DN00820TFDC The Dalles OR USA</b>						22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Transmission Services The Dalles District PSC The Dalles  DN00820TFDC The Dalles OR USA</b>					
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b>				24. Tenure <b>2</b>		25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>			
27. FEGLI <b>C0 Basic Only</b>				28. Annuity Indicator <b>9 Not Applicable</b>				29. Pay Rate Determinant <b>0</b>			
30. Retirement Plan <b>KF FERS FRAE and FICA</b>		31. Service Comp. Date (Leave) <b>11-06-2018</b>		32. Work Schedule <b>F Full Time</b>		33. Part-Time Hours Per Biweekly Pay Period					
<b>POSITION DATA</b>											
34. Position Occupied <b>1</b>			35. FLSA Category <b>N</b>		36. Appropriation Code <b>RR-CF02</b>			37. Bargaining Unit Status <b>1468</b>			
38. Duty Station Code <b>412060065</b>			39. Duty Station (City-County-State or Overseas Location) <b>The Dalles Wasco OR USA</b>								
40. Agency Data		41. EMPL ID <b>(b)(6)</b>		42.		43.		44. PAR Number: <b>38578</b>			
45. Remarks <b>- Approved By Craft Committee 01/11/2024.</b>											
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>						50. Signature/Authentication and Title of Approving Official					
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>01-16-2024</b>		Electronically Signed by: <b>Liza A. Rosa Director, Human Resources Service Center</b>					

# NOTICE TO EMPLOYEE

This is your copy of the official notice of a personnel action. Keep it with your records because it could be used to make employment, pay, and qualifications decisions about you in the future.

## The Action

- Blocks 5-B and 6-B describe the personnel action(s) that occurred.
- Blocks 15-22 show the position and organization to which you are assigned.

## Pay

- When the personnel action is an award or bonus, block 20 shows the amount of that one-time cash payment. When the action is not an award or bonus, block 12 shows your former total annual salary, and block 20 shows your new total annual salary (block 20C plus 20D). The amounts in blocks 12 and 20 do not include any one-time cash payments (such as performance awards and recruitment or relocation bonuses) or payments that may vary from one pay period to the next (such as overtime pay), or other forms of premium pay.
- Block 20A is the scheduled amount for your grade and step, including any special salary rate you receive. It does not include any locality-based pay. This rate of pay serves as the basis for determining your rate of pay upon promotion, change to a lower grade, or reassignment, and is used for pay retention purposes.
- Block 20B is the annual dollar amount of your interim Geographic Adjustment or, beginning in 1994, your locality-based comparability payment.
- Block 20C is your Adjusted Basic Pay, the total of blocks 20A and 20B. It serves as the basis for computing your retirement benefits, life insurance, premium pay, and severance pay.
- Block 20D is the total dollar amount of any Retention Allowances, Supervisory Differentials, and Staffing Differentials that are listed in the remarks block. These payments are made in the same manner as basic pay, but are not a part of basic pay for any purposes.

## Block 24 - Tenure

- Identifies the nature of your appointment and is used to determine your rights during a reduction in force (RIF). Tenure groups are explained in more detail in subchapter 2 6 of FPM Supplement 296-33 and RIF is explained in FPM Supplement 351- 1; both should be available for review in your personnel office.

## Block 26 - Veterans Preference for RIF

- Indicates whether you have preference for reduction-in-force purposes.

## Block 30 - Retirement Plan

- **FICA** - Social Security System
- **CS** - Civil Service Retirement System
- **CS-Spec** - Civil Service Retirement for law enforcement and firefighter personnel
- **FS** - Foreign Service Retirement and Disability System
- **FERS** - Federal Employees' Retirement System
- **FERS-Reserve Tech** - Federal Employees' Retirement System for National Guard Reserve Technicians
- **FERS-ATC** - Federal Employees' Retirement System for Air Traffic Controllers
- **FERS-Spec** - Federal Employees' Retirement System for law and firefighter personnel
- **FSPS** - Foreign Service Pension System

## Block 31 - Service Computation Date (Leave)

- Shows when your Federal service began unless you have prior creditable service. If so, this date is constructed to include your total years, months and days of prior creditable civilian and military service.
- Full-time employees with fewer than 3 years of service earn 4 hours of annual leave each pay period; those with 3 or more years but less than 15 years earn 6 hours each pay period; and those with 15 or more years earn 8 hours each pay period.
- Your earnings and leave statement or your time and attendance card will show the rate at which you earn leave and your current unused leave balance.

## Block 32 - Work Schedule

- Your work schedule is established by your supervisor.
- A full-time employee works on a prearranged scheduled tour of duty that is usually 40 hours per week. A part-time employee has a prearranged scheduled tour of duty that is usually between 16 and 32 hours per week.
- An intermittent employee has no scheduled tour of duty and works when needed.
- Full-time and part-time employees whose appointments are for 90 days or more are usually eligible to earn annual leave; intermittent employees are not.
- Seasonal employees work on an annually recurring basis for periods of less than 12 months each year; they may have a full-time, a part-time, or an intermittent schedule during their work season.
- On-call employees work during periods of heavy workload and are in pay status for at least 6 months of each year; they may have either a full-time or a part-time schedule when they are in pay status.

## Block 33 - Part-time Hours Per Biweekly Pay Period

- Indicates the number of hours a part-time employee is scheduled to work during a two week pay period.

## Block 34 - Position Organization

- Identifies the employment system under which you are serving -- the Competitive Service, the Excepted Service, or the Senior Executive Service (SES).
- The employment system determines your eligibility to move to other jobs in the Federal service, your rights in disciplinary and adverse actions, and your eligibility for reemployment if you leave Federal service.

## Block 35 - FLSA Category

- Exempt employees are not covered by the minimum wages and overtime law (the Fair Labor Standards Act); nonexempt employees are covered.

## Block 37 - Bargaining Unit Status

- Identifies a bargaining unit to which you belong, whether or not you are actually a member of a labor organization. Code "7777" indicates you are eligible but not in a bargaining unit; code "8888" indicates you are ineligible for inclusion in a bargaining unit.

## Blocks 38 and 39 - Duty Station

- Identifies the city, county, and state or the overseas location, where you actually work.

## OTHER INFORMATION

- If your appointment entitles you to elect health benefits or life insurance, and you have not been provided materials explaining the programs available and the enrollment forms, contact your personnel specialist.
- Your personnel specialist will also tell you if your position is covered by an agreement between an employee organization (union) and your agency. If you are eligible to and elect to join an employee organization, you can elect to have your dues withheld from your salary.
- If you have questions or need information about your rights or benefits, ask your supervisor or your personnel office.
- Definitions for any coded data in Blocks 1-24, 27-39 and 45-50 may be found in Federal Personnel Manual Supplement 291- 1.

It is your responsibility to read all the information on the front of this notice and tell your personnel office immediately if there is an error in it.

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>HOFER, LAWRENCE M</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth <b>[REDACTED]</b>		4. Effective Date <b>03/12/2023</b>			
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>						
5-A. Code <b>894</b>		5-B. Nature of Action <b>GEN ADJ</b>			6-A. Code		6-B. Nature of Action				
5-C. Code <b>ZLM</b>		5-D. Legal Authority <b>SECTION 10(B) BONNEVILLE PROJECT ACT.</b>			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number <b>DATA SYSTEMS CRAFTSMAN I J00503 00001447</b>					15. TO: Position Title and Number <b>DATA SYSTEMS CRAFTSMAN I J00503 00001447</b>						
8. Pay Plan <b>BB</b>	9. Occ. Code <b>2610</b>	10. Grade or Level <b>00</b>	11. Step or Rate <b>00</b>	12. Total Salary <b>\$68.63</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>BB</b>	17. Occ. Code <b>2610</b>	18. Grade or Level <b>00</b>	19. Step or Rate <b>00</b>	20. Total Salary/Award <b>\$70.84</b>	21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$68.63</b>		12B. Locality Adj. <b>\$0</b>	12C. Adj. Basic Pay <b>\$68.63</b>		12D. Other Pay <b>\$0</b>	20A. Basic Pay <b>\$70.84</b>		20B. Locality Adj. <b>\$0</b>	20C. Adj. Basic Pay <b>\$70.84</b>		20D. Other Pay <b>\$0</b>
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES OPERATIONAL SERVICES MCC SITE OPS SVCS  DN00820TTOH SPOKANE WA USA</b>					22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES OPERATIONAL SERVICES MCC SITE OPS SVCS  DN00820TTOH SPOKANE WA USA</b>						
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b> 1 - None    3 - 10-Point/Disability    5 - 10-Point/Other 2 - 5-Point    4 - 10-Point/Compensable    6 - 10-Point/Compensable/30%				24. Tenure <b>1</b> 0 - None    2 - Conditional 1 - Permanent    3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>		
27. FEGLI <b>B0</b> <b>WAIVED</b>				28. Annuitant Indicator <b>9</b> <b>NOT APPLICABLE</b>			29. Pay Rate Determinant <b>0</b> <b>REGULAR RATE</b>				
30. Retirement Plan <b>K</b> <b>FERS AND FICA</b>			31. Service Comp. Date (Leave) <b>06/21/2009</b>		32. Work Schedule <b>F</b> <b>FULL TIME</b>			33. Part-Time Hours Per Biweekly Pay Period			
<b>POSITION DATA</b>											
34. Position Occupied <b>1</b> 1 - Competitive Service    3 - SES General 2 - Excepted Service    4 - SES Career Reserved			35. FLSA Category <b>N</b> E - Exempt N - Nonexempt		36. Appropriation Code <b>RR-CF02</b>			37. Bargaining Unit Status <b>1468</b>			
38. Duty Station Code <b>532110063</b>			39. Duty Station (City - County - State or Overseas Location) <b>SPOKANE SPOKANE WA USA</b>								
40. Agency Data		41. EMPLID <b>(b)(6)</b>		42.		43.		44.			
45. Remarks INTERIM WAGE ADJUSTMENT OF 3.22% IN ACCORDANCE WITH BPA-CPTC MOU, DATED FEBRUARY 16, 2023.											
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>					50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: <b>LIZA A. ROSA</b> DIRECTOR, HUMAN RESOURCES SERVICE CENTER						
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>03/12/2023</b>							

## LAWRENCE MCKINNIE HOFER

(b)(6)

Daytime phone (b)(6) Evening Phone (b)(6)

**Country of Citizenship:** United States of America

### **Education:**

**University of Idaho, Moscow ID**

Graduate Academic Certificate in Communication and Control for Power Transmission and Distribution

Graduate Academic Certificate in Power System Protection and Relaying

(GPA 3.83) – Graduation Date: May 2012

**Eastern Washington University, Cheney, WA**

Bachelor of Science, *summa cum laude*, Electrical Engineering

(GPA 3.90) Graduation Date: June 2011; Attendance: January 2009-June 2011

**Oregon State University, Corvallis, OR**

Bachelor of Science, Electrical and Computer Engineering

(GPA 3.64) Attendance Date: September 2006-December 2008

### **Craftsman/Engineering Experience:**

Bonneville Power Administration (April, 2021 to Present)

Data Systems Hardware Craftsman I

Current Salary: \$70.84/HR, \$147,347; Hours worked per week: 40-50

Bonneville Power Administration (August, 4 2019 to April, 2021)

Data Systems Hardware - Electronics Engineer, GS-0855-13 Step 4

Current Salary: \$110,157; Hours worked per week: 40-42

Bonneville Power Administration (June 21, 2012 to February 16, 2019, May 12, 2019 – August 3, 2019)

Power System Control Field Engineer, GS-855-12 Step 7

Max Salary: \$101,040; Hours worked per week: 40-45

Bonneville Power Administration (February 17, 2019 to May 11, 2019)

Detail - Power System Control District Engineer, GS-855-13 Step 4

Max Salary: \$115,964; Hours worked per week: 40-45.

Bonneville Power Administration (June 21, 2009 to June 20, 2012)

Student Engineer, GS-3 to GS-4

**KSACs:**

-OrionLX SER SCADA, D20 SER/SCADA, Transfer Trip, GE UR N60, , , , , , Definity Avaya Telephone Switch, , , , ,

• **Radio telecommunications equipment such as microwave, UHF radio, VHF radio, and multiplex equipment:**

- Related Training: Alcatel MDR-8000 Digital Radio, NEC DMR-3000 Digital Radio, Aviat Radio Training, and IMACS / DS1 Basics.
- Microwave Radios: Alcatel MDR-8000, NEC DMR-3000, and Aviat Digital Radio. Analog Radio: NEC 960
- UHF Radio: MDR LEDR-900
- VHF Radios: Mobile radios and VHF Repeaters at Radio Stations
- Multiplex Equipment: IMACS, JunlgeMux T1MX, and Stardacs. 46A3 Multiplexer.
- Work Experiences:
  - Participated in Preventative maintenance tasks on Analog Radio equipment and 46A3 Multiplexer. Early in my PSC career the \*D-Analog Radio system was operational. Once the #WC00 SONET ring was complete, we began retiring analog circuits from the \*D-Analog system. I recall doing frequency sweeps using the TIMS set to send frequencies from 0 – 4kHz, verifying the roll off around 300Hz and 3400Hz. We would often use an HP Digital Signal Analyzer to verify the channel was operating as expected; we wanted to see low attenuation between 300-3400Hz.
  - Participated in many Preventative Maintenance tasks associated with Alcatel MDR-8000 Digital Radios.
  - Participated in PM tasks associated the NEC DMR-3000, especially during the turning up of the #WC00 and the #QC00/#JC00.
  - April 2019- Authored a Work Guide for how to perform a Microwave Path Studies. The guide and supporting documents provide guidelines and instructions to PSC Field Engineers on how to calculate a radio path loss between two radio stations; and two radio stations with a passive repeater. The guide was created to assist PSC Field Engineers in a new, future maintenance to be performed on an annual basis. I presented this Guide to the PSC District Engineers Meeting during April 23<sup>rd</sup> – 25<sup>th</sup>, 2019.
    - The Guide was a two part system:
      - (1) There is a word document outlining the theoretical loss values for a Radio Path Loss report. In the document, theoretical loss values were listed for the different frequency ranges for: Rigid Rectangular waveguide, Flex-Twist Rectangular Waveguide, and Elliptical Waveguide (EWP43/EW43 for 4GHz and EWP77/EW77 for 6-8GHz range). There were equations to calculate the Antenna Gain and other power loss considerations such as Radome Loss and waveguide connector loss.

- (2) An excel document that the person could enter the data and put the data from the Guide into the excel cells and an estimated performance would be presented.
- The Main focus of the guide was to give PSC Engineers or Craftsman a tool that could be used to compare what the Preventative Maintenance results were showing to a theoretical, or expected performance. If the PM results were showing a lot more attenuation than the theoretical, or historical values, it could indicate a degrading system that needs additional inspections.
- Led the installation of the following: Aviat digital radio link between ALFR and SPOK (at both sites), OPEN-I, NMS router/switch, TimeProvider (SONET synchronization by GPS Feed with Rubidium holdover), Lineage Charger, new Communication batteries (VRLA battery banks 108-AH), cutting over all communication equipment from 24VDC to 48VDC, and initiated a ground system design for ALFR that was going to be constructed in Fall-2019.
- Performed Path Loss studies for the Granite Mountain Radio Station to Colville Radio Station. From my recollection, I believe we used a signal generator on one end, and a spectrum analyzer on the other end. Compared the test values to the theoretical values using the Work Guide for Microwave Path Studies, and the results were extremely close.
- Participated in the restoration of a radio failure between ALFR and SPOK. Helped diagnose the module failure and the creation of a module replacement plan (there were no guides for the Aviat radio at that time). Outage # 1308460.
- Participated in a Passive Repeater alignment from Dworshak Powerhouse.
- Led the PSC Field Engineering Support and design for the installation of JungleMux T1MX units at Bell, Boundary, Sacheen, and Usk substation. This project allowed the remaining analog transfer trip equipment on the D-Analog System to be moved onto the #WC00 SONET system. Guided contractor in the installation of JungleMux shelves at all locations, NMS connections, alarm provisioning and testing to the NOC, testing of all channels for the MWTT and RAS circuits, and coordinated the cutover of the circuits to the T1MX-JungleMux units. Outages #1076701 and 1076611.
- Provided engineering support on the testing and troubleshooting of the #WC SONET system. Testing included fiber testing, DS1 tests and round-trip-timing of the system.
- Led Spokane District STARDACS Firmware Upgrade per PSC Alert. Outage #1281712. This required extensive planning and coordination because the STARDACS had over 100+ circuits routing through it. Firmware upgrade was not supposed to be service affecting, and it was not, but provisions had to be made incase the firmware upgrade did not go smoothly. Spare cards were brought on



site and documentation was generated so that the STARDACS could be rebuilt, circuit by circuit.

- -Performed CPU, Interface and OHSU card replacement per *PSC Alert 2014-10-01\_IMACS\_Card\_Replacement*. Card replacements required coordinating between MCC Dispatch, Operations support from the Bell, Garrison and Kalispell maintenance headquarters, and PSC support from Garrison Headquarters to accomplish the upgrades. I completed IMACS card replacements at Addy Substation, Bell Substation, Mica Peak Radio station, and Noxon Radio station. Please reference Outages # 975011, 975233, 981521, 1171474, 1171454, and 1171486.

- **Optical Transport equipment such as fiber optics, SONET, OTN, Frame Relay, and ATM;**

- Equipment: CISCO 15454, CISCO 15310, JungleMux SONET chassis, Ceina Transport equipment, Altamar Optical Amplifier, and JDSU Optical Amplifier.
- Related Training: CISCO 15454 ONS, JDSU OTDR, OMET Ciena Basics, OMET L2 Basics, Fiber Characterization, Fiber Advanced, Ethernet Traffic Management, and Carrier Ethernet Fundamentals.
- **Work Experience:**
- Experience working in OC-1, OC-3, OC-12, and OC-48 SONET systems. Experience working in the main #DC00 (#AC00), #JC00, #QC00/#BC00, and #WC00 SONET systems. Experience working in many sub rings.
- Lead PSC Field Engineering support for the installation of the ALPHJ001-ALFRJ001 #W03 JungleMux SONET ring and cutting over communication circuits to the new digital system.
- Lead PSC Engineering support to diagnosis timing synchronicity problem on the JungleMux SONET system between the Bell 500kV Control and Bell 230kV Control House. My efforts accomplished getting the SONET system synchronized so that synchronous circuits could be exchanged between the BELL500kV – Bell230kV SONET ring and the synchronous equipment in the Bell 230kV Control House. I retired many cards that were not being used, reorganized the bus layouts of the chassis, installed JIF-Share cards (DS1 distribution cards) in one of the expansion shelves and established a format for future capital projects to install JIF-Share or CDAX units in the last shelf (as funding allowed). To accomplish synchronizing the SONET system, it required a separate SONET ring to be built so that one of the two sets of MWTT circuits for the BELL-TAFT line could take a redundant path while the JunlgeMux SONET ring was taken out of service to allow the system to be synchronized. Once the system was synchronized, the circuit riding on the temporary SONET system was moved back on to the JungleMux SONET system.
- Developed the timing system scheme for the #W03 SONET system for maximum redundancy and limiting the amount of time the SONET system could be without synchronization. System utilizes a GPS feed and a DS1 timing source from the #WC00 SONET system.

- Referencing BPA approved design standards, successfully convinced the Project Manager to purchase the Rubidium clock source for the #W03 SONET system, providing a much longer hold over time for the SONET system and mitigating communication problems that can occur for the loss of synchronization.
  - Reference the following BPA DART Outages for review #1043690, 1113770, 1145618, 1151106, 1151108, 1230936, and 1234072.
- Led PSC Field Engineering Support for the JungleMux SONET ring installation between LOGT and LGPH, #J09.
- Led the installation of the TimeProvider at Usk substation and the installation of the BITS timing source to the equipment at Usk Substation. Outage #1112656.
- Led the Avista JungleMux node migration at Bell Substation. The project required inserting a new 3-shelf JungleMux node into the ring between Bell and Northeast substation; testing each new circuit, coordinating each circuit move, and then cutting over the circuit. Ten protection circuits, five telemetering circuits, and three voice circuits were moved. Additional protection circuits were added to the shelf under outages held by SPC and T&E. This work required coordinating closely with Avista's Telecommunications crew members and finding solutions for cutting over the circuits that followed BPA standards as well as Avista's standards. For example, BPA requires every new channel to be tested for a bit-error rate test (BERT) for 15-minutes to certify the channel; this is not an Avista requirement and required discussion and agreement between both parties to facilitate the cutovers. Auto-Trunk circuits and DATS lines between BPA and Avista Dispatch were also cutover to the system, retiring the circuits for a leased-line account. Outages #1068095, 1068729, 1085677, 1090787, 1090831, 1304580, 1304670.
- Directed installation of the #W05 SONET system between Bell Substation (BELL) and Day Mt. Spokane Substation (DAMT). Project included the installation of Jungle Mux nodes at BELL and DAMT, the provisioning of the Jungle Mux nodes, certification of the fiber splices and verified the optical loss budget is within expected values, verified alarm reporting to Network – System Operations Center (NSOC), and performing/monitoring the 30-day burn-in process to verify the performance of the SONET system.
- Replaced existing Altamar optical amplifier with JDSU Optical Amplifier for the BELL272 CISCO 15454 ONS on the #DC SONET system. Work Permit 996927.
- Provided engineering support on the testing and troubleshooting of the #WC SONET system. Testing included fiber testing, DS1 tests and round-trip-timing of the system.
- Provisioned the majority of the initial DS1 circuits on the #WC SONET system in the CISCO 15454 ONS software Cisco Transport Controller (CTC). Training on circuit provisioning in CTC was conducted by Munro Control Center Craftsman II, Mr. Joe Jemmett. Circuit provisioning was supervised by Mr. Jemmett.
- Provided engineering assistance to Pend Oreille PUD (POPUD) in the installation of a TimeProvider that provides synchronicity to their JungleMux SONET system. I also provided engineering assistance to POPUD for how to route a C37.94 circuit across their JungleMux SONET system for the ALPH-PNST MWTT.

- Led the installation of the TimeProvider at Usk substation and the installation of the BITS timing source to the equipment at Usk Substation. Outage #1112656.
  - Performed T&E for many of the CISCO 15454 nodes that made up the #JC00 in the Lewiston District. Tests included and were not limited to testing the DS1 modules, initial provisioning, switching the DS1 cards to their redundant DS1 module. Switching the TCC2P cards. Testing the SFP modules for output power and verifying the minimum receive level threshold. Voltage tests were performed as well.
- **IP Networking equipment such as routers, switches, Carrier Ethernet, and MPLS.**
    - Related Training:
      - BPA Classes: WISP/WIND PMU, FIN Networking Essentials, Network Fundamentals, OMET Ciena Basics, OMET L2 Basics, Ethernet Traffic Management, and Carrier Ethernet Fundamentals.
      - Online training through the DOE Learning Center: CompTIA Server SK0-004 Networking and Disaster Recovery, CompTIA Server SK0-004 Security, CompTIA Linux+ 2014 LX0-104 Networking Fundamentals, CompTIA Network + N10-007 Networking Devices, CompTIA Network + N10-007 Ports and Protocols and the OSI Model, CompTIA Network + N10-007 Routing, Switching, & IP Addressing.
    - **Work Experiences:**
    - Ethernet – As a Field Engineer – My experiences are mostly at the LAN level: Provisioning of Switch/Router ports at radio stations or substations. Installed switch and switch/routers at ALFR and BELL. Performed troubleshooting, examining of NMS routers a few times as a Field Engineer.
    - As a Data System Craftsman, I have installed a new switch/router that took over for a failed switch/router. Pushed the configuration from Solarwinds to restore switch/router.
    - Perform on a regular basis as DSC turning up new devices and establishing network connections, or removing old network connections. This Includes setting the ports speed/duplex, VLAN information, defining and assigning the correct subnet masks for end equipment, correct default gateway settings, correct DNS settings, etc.
    - As Field Engineer, I installed/replaced cards/blades in switch/routers. Specifically, upgrading cards from serial cards to DS1 cards in switch/routers.
    - Troubleshooting using command prompt: ping, ip config, tracert.
    - I have used Wireshark to troubleshoot the PMU network in the Field and at the Control Center. I currently monitor the PMU network from a workstation that stores the Wireshark data every 10 minutes. I have about 6GB worth of data, or 3-4 weeks of Wireshark data at all times.
    - Basic troubleshooting with coworkers for OrionLx SCADA system at substations that utilize CGS-2520s to connect remote control houses. I did not serve as a lead on this troubleshooting effort but an observer.
    - Experience working on the MGO, MGOZ, NMS, FIN, and PMU networks.
    - Experience using and accessing devices on the OOB, MGO, and MGOZ networks.
    - Lead Craftsman for the Central Timing System for the Munro Control Center. The CTS system provides many functions, but one of the Crucial functions is it provides Network Timing Protocol timing to all domains, this is a critical function for the Domain Controllers to work properly.

- I work in the Local Area Network (LAN) environment on a regular basis provisioning ports and assigning VLANs for new servers being brought on the network. I have to locate the correct subnet for a server to be in and find the corresponding Switch-Router to connect to and which VLAN to use.
  - I use firewall logs on a regular basis to perform troubleshooting to determine if traffic is being blocked from one subnet to another. Knowledge of network topology and location of firewalls within that topology is necessary. Understanding the correlation between Ports, Protocols (UDP/TCP), and services (which ports are used by certain services) is crucial.
  - I am responsible for Manual Monitoring of 23 devices, which requires monthly port security scans, validation of port scans, and manual monitoring data entries for each piece of equipment.
  - Attend the following classes: OMET Ciena Basics, OMET L2 Basics, Ethernet Traffic Management, and Carrier Ethernet Fundamentals.
- **Performed preventive maintenance on fiber optic systems (single-mode and multi-mode fiber) and fiber optic cable splicing/testing.**
    - Related Training: Fiber Characterization, Fiber Advanced
    - Test Equipment: Agilent OTDR, JDSU T-BERD 6000 OTDR Module, JDSU T-BERD 8000 (OC-48, STS-1, DS1, and Fiber Characterization modules), JDSU Fiber Inspection scope, JDSU Power Meter set, OneScout 10G Ethernet test set, and Fluke Fiber Tester.
    - Extensive experience working with fiber optic cables. Experience of working with multimode and single-mode fiber cables in the following core sizes: 62.5um, 50um, OM3, OM4, and OM3 MTP Fiber cables; single-mode fiber cables is 9um.
    - Fiber Cable terminations I have worked with are: ST, SC-APC, SC-PC, LC, and MTP.
    - I have helped perform certification of fiber cables after fiber breaks, Bi-Directional splice loss testing (ideal values are around  $\leq 0.05\text{dBm}$ , but realistic splices are between 0.05-.15dBm). I have also performed preventative maintenance fiber testing where you study the attenuation profile of the OTDR and verify that the loss is linear across the distance. You want to look for excessive splice loss values along the length of the fiber cable.
    - I have many experiences reading fiber vault drawings and fiber one-line diagrams. Fiber vault drawings were used for determining fiber cable routing. I have generated fiber splicing plans for execution by the TLM crews. It is important to keep track of, (1) the number of fiber cables in the fiber cable, (2) the number of buffer tubes, and how many fiber cables are in each buffer tube color. When a 72-fiber cable is spliced with two-36 fiber cables it can get confusing having different buffer tube colors getting mixed together. Excellent Fiber documentation is critical. The Fiber Splice books that produced by T&E are critical for locating fiber breaks because it allows you to determine where the break is.
    - I once found a large attenuation (6dbm drop) on a fiber path coming out of Noxon Substation while working on the OTU test pilot program. I was working with the Kalispell line crew, and I located where the attenuation was between two tower spans, sure enough they found a bullet lodged in the fiber cable right around the distance I calculated. Unfortunately, the single

-fiber that had the attenuation broke after the removal of the bullet.

o **Work history examples:**

- Performed testing of Leaf-Spine fiber OM3 MTP fiber cables. Testing occurred on 32 – OM3 MTP 12-fiber cables resulting in tests on 384 fiber cables. Each cable was tested using two different types of equipment: OneScout 10G Ethernet test set certifying the cable can support 10Gbit Ethernet traffic, and JDSU Power Meter measurements that confirm attenuation of the fiber signal does not exceed expected values. Additionally, a Fluke fiber tester was used to confirm fiber length of two-pairs of each OM3 Fiber cable. JDSU Fiber scope was used to inspect the ends of the fibers if any of the test results did not show expected results. Testing found two OM3 Fiber cables that needed to be replaced. Additionally, I built a fiber testing kit for the Department and found a fiber-cleaning click-stick for the MTP connection. This click-stick allowed us to clean a failing MTP connection that saved having to purchase and install a new OM3 12-fiber cable. Created a setup guide for the OneScout 10G Ethernet test set for testing 10G Ethernet.
- Organized and certified four fiber splicing projects: (1) Fiber Restoration on the #BC/#QC SONET system on the NOXON-TAFT Segment of the NOXON-TAFT Fiber system. Work Permit # 887189. (2) Fiber Restoration between Bell 230kV Substation and Avista's Northeast Substation. Work Permits 905623 and 906392. (3) Fiber splicing certification of the Noxon Radio Station Optical Testing Unit. Work Permits 912855, 912867, 916679 and 916547. (4) Fiber splicing certification for the #W05 SONET system on the BELL-SACHEEN Fiber segment of the BELL-BOUNDARY Fiber system.
- -Led PSC Engineering support for the LOGT-HTWA fiber restoration for the #JC00 SONET system, Oct-2018. Outage #1206294.
- Designed and directed installation of the pilot Optical Testing Unit (OTU) for the Noxon-Kalispell fiber monitoring system. Fiber splicing was completed by the Kalispell Transmission Line Crew during December of 2013. Please reference Work Permits 912855, 912867, 916679 and 916547.
- Led PSC Field Engineering for Fiber Characterization testing between Boundary Substation, Cusick Substation, and Bell Substation. Fiber Characterization results were submitted to Seattle City Light (SCL) for a performance study to determine the feasibility of SCL leasing fibers from BPA and installing communication equipment at Boundary and in the Mead, WA area. Fiber Characterization testing included: Attenuation Profiles, Insertion Loss Profiles, Chromatic Mode Dispersion, Polarization Mode Dispersion, and Optical-Time Domain Reflectometer tests at 1310nm and 1550nm. Outages #1241718, 1250202, 1250204.

- Use commonly used equipment in the craft, including Spectrum Analyzers, Network Analyzers, Selective Level Meters, Return Loss, OTDR, Optical Power Meters and Sources, Packet Sniffer, and IP Packet Generator to test, install, maintain, and repair telecommunications equipment.
  - **OTDR, Optical Power Meters and Sources:** Extensive experience using OTDR and Optical Power Meters and Sources to test fiber cables. Please see the list of work experiences for fiber optic systems listed just above. OTDR traces all the tester to see the attenuation profile of the fiber cable. The trace should be a linear slope (ideally) with a slope that should be around 0.4 dB/km (1300nm) and around 0.3dB/km (1550nm). With the OTDR trace you really are looking for any big drops in loss that could indicate a failing splice point or a pending failing point. If this is a fiber break, then you want to perform OTDR traces from both sides of the break and then use your fiber documentation to determine where the break is at, between two towers. Ideally, this is done from both sides of the break to confirm the location of the break. The power meter test really focuses on overall power loss between point A to B. Knowing your distance you can use the theoretical loss values per kilometer to estimate your loss values. You will want to take into account your loss values of your fiber connectors as well; SC-APC have less of a loss than ST connectors. I have used the equipment above for preventative maintenance tasks, certifying fiber cables for higher bandwidth applications (fiber characterization; Attenuation Profiles, Insertion Loss Profiles, Chromatic Mode Dispersion, Polarization Mode Dispersion), fiber breaks (locating fiber break and certifying the fiber splices by the TLM crew), and certifying new fiber splices (at DAMT). I have also had to troubleshoot problems at substations with multimode fiber cables between relays and multiplex equipment.
  - **Network Analyzer:** NetScout 10G Ethernet Test set was used for certifying OM3 backbone fiber cables to be able to pass 10G Ethernet data traffic.
  - **Network Analyzer:** Wireshark is used for analyzing network traffic. I have used this for monitor PMU traffic at Central Ferry as well as at the Munro Control Center.
  - **Spectrum Analyzer:** Used for preventative maintenance tasks; measure from the TLP for transmit level and bandwidth, also can check the Receive Signal Level and bandwidth. Also used this device for performing return loss measurements on new waveguide installs and also on the LMR-400 cable installation for the CTS system.
  
- Applies the basic functions and principles of telecommunications basics, including modulation, demodulation, quantization, packet switching, mixing, multiplexing, and antenna theory through equipment testing, maintenance, or repair.
  
- **Provide two (2) equipment installations that you performed in which the use and understanding of this theory was important to the successful installation or repair.**
  - Led the installation of the following with former PSC Craftsman Tim Tibbits: Aviat digital radio link between ALFR and SPOK (at both sites). This included connecting

the radio up to the Elliptical waveguide and the rigid and flex-twist waveguide. Installing the DS1's at each site for traffic and for timing. We were actually racing against a snowstorm to get this radio installation complete before we were going to get snowed out of Mt. Spokane. We did get the radio path up and running before the snow storm hit. I led the installation of the OPEN-I, NMS router/switch, TimeProvider (SONET synchronization by GPS Feed with Rubidium holdover), Lineage Charger, new Communication batteries (VRLA battery banks 108-AH), cutting over all communication equipment from 24VDC to 48VDC, and initiated a ground system design for ALFR that was going to be constructed in Fall-2019. In addition to all of that, I led the installation of the JungleMux SONET system between ALFR-ALPH. The entire radio station system was reworked and upgraded. This required understanding of microwave systems, JungleMux multiplex and SONET systems, alarming systems (open-i), power distribution systems (installation of lineage charger and battery bank, and upgrading the communication system from 24VDC to 48VDC), and networking knowledge for getting a new NMS Switch/Router installed and all network accessible equipment connected to the NMS Switch/Router. I did work with Bell Substation Electricians to perform the charger work.

- Lead Craftsman for the Central Timing System for Munro Control Center. I started this project when I was Data Systems Hardware Engineer. I was given the project and I had to collect documentation that was, (1) generated by former Craftsman, (2) BPA SCADA drawings, (3) cable number documentation, and (4) hand tracing to reverse engineer how the existing CTS system works and what services it provided. Once I was able to locate all of the cables and determine what all the cables were providing, I then researched the new product (Meinberg M3000) and determined how we were going to get the new system to meet the needs of the old system. It was during my testing with a Senior DSH Craftsman that we found the hardware modules purchased by the Design team to provide NTP would violate our security rules, in a very big way. I worked with the lead engineer at DCC and the Manufacturer to find modules that would not violate our security policies. The results of the efforts of me learning the CTS system and being the lead on the new CTS equipment, was a 184 page guide ***M11 - CTS-Provisioning Guide*** that defines what every setting and menu is in the M3000 Chassis, for both DCC and MCC. I did this so that my coworkers could understand every setting and know exactly how it was built and the reason behind each setting. This project was a very large project that has a lot of different customers. From the 60Hz analog signal coming in from Bell and Ross, to the serial outputs to AGC, developing the AGC screens to give the AGC Dispatcher an accurate picture of the health of the CTS system and the 60Hz signal sources, to the IRIG-B that provides time stamping for the RAS equipment at DCC and MCC, and finally the NTP service that provides timing to all of our Domain Controllers (this is extremely important).

- Ability to independently interpret highly technical information from a variety of sources such as manufacturer's specifications: schematics block diagrams, construction prints, compliance standards, and/or technical documents and make appropriate recommendations/decisions.
  - This is basically what my job has been as a PSC Field Engineer, a Data Systems Hardware Engineer, and a Data Systems Craftsman. I have been given projects of something needing to be built and then I have to figure out how to build. First step is figure out what it is replacing, collect all information about the existing systems, research your replacement technology and understand how it works, create documentation of how the existing system works, create documentation for how the new system will work, generate a cutover plan to move the existing services to the new technology.
  - Created a testing plan, coordinated testing with BC Hydro for circuit #7F73, #7F74 that route via SEL-2595 devices. This was the first installation of this type of equipment the Spokane District and no documentation on how to test this equipment was developed. In addition to assisting BC Hydro with finding a problem on their communication system, and certifying the BPA installation was correct, I created a cheat sheet for troubleshooting the equipment to assist PSC craft personnel.
  - Created and presented a class on the Inven PDR-2000. Class objective is/was aimed at helping field craft personnel develop the necessary troubleshooting skills to correctly diagnose problems with the PDR-2000 and to perform the preventive maintenance with confidence.
  - Please note that I have not taken a JungleMux class from BPA. I used my understanding of SONET and DS1/DS3 multiplexing to understand the theory behind how the JungleMux system functions. I studied the documentation from the manufacturer and studied existing JungleMux installations and figured out how to build them. From that hard work, I led SONET installations for: ALFR-ALPH, BELL-DAMT, LOGT-LGPH, and rebuilt the BELL-BEL5 JungleMux SONET system so that synchronize traffic could be routed across it and it would be synchronized. My redesign of that SONET system allowed the system to be more redundant and have greater versatility. Additionally, I led T1MX installations at Bell, Boundary, Sacheen, and Usk substation.
  
- **Prepare reports and records by collecting test data, instrument readings, and/or other pertinent information and providing basic technical analysis. Provide two (2) examples in which you performed the above task, including the type of report or records you prepared.**
  - My two most recent examples of this are my two Guides that I have published in the CCN library, they are:
    - I have authored the ***M11 - CTS-Provisioning Guide*** for the CTS system that outlines every setting that is defined in the M3000 CTS system for both Dittmer and Munro CTS systems. This document is 184 pages in length. The Guide is published and in the CCN Library.
      - The making of this document required extensive testing of the settings defined in the Guide. Testing of the 60Hz measurement capability of the FDM Modules that receive the Analog 60Hz signal and then sample the signal and then transmit a serial data stream to AGC. The serial data



stream had to be augmented so that AGC could read the data stream format and the Accurate Electronics Wall and Desk Clocks could read the data stream. Using a HP 4952A Protocol Analyzer to analyze the data stream in ASCII and Hexadecimal, we were able to find errors in the code that was doing the converting from the Meinberg serial data stream format and what AGC/Desk Clocks wanted to see. Testing a verification of the IRIG-B signal by using an oscilloscope was used to verify the format of the IRIG-B signal.

- I have authored the ***M12 - CTS - Annual Systems Tests*** for the CTS system that is used for the annual maintenance document. Within this document all tests are defined certifying the system, as well as all the steps necessary to cutout and switch the CTS system to the redundant chassis. This is defined for both the Dittmer and Munro CTS systems. Guide length: 134 pages. Guide is published and in the CCN Library.
  - Test results from the ***M12 - CTS - Annual Systems Tests*** Guide are stored and saved proving that the CTS system is providing reliable data the AGC system, NTP to all CCN Domains, accurate and reliable IRIG-B to all Control Center RAS equipment, and all alarm outputs are reporting to SPLUNK and the Building SCADA RTU. To certify the 60Hz FDM modules that Receive the 60Hz signal from Bell and Ross Substation and then sample it and output a serial data stream to the AGC system, we use a signal generator to inject a series of frequencies in the 57Hz – 63Hz range and then verify that the FDM module properly samples the frequency.
- Every Month I am responsible for the Manual Monitoring of 23 devices. Manual Monitoring requires a monthly port security scans or proof of device configuration, validation of the port scans where you compare the port scans from this month to the previous months, and then create manual monitoring data entries for each piece of equipment. If there are new ports open, additional testing is performed and a justification for why the new port is open (i.e. something new may have been installed on the device).
- Every RFC requires multiple pieces of test evidence: pre-deployment evidence in the form of Tripwire Reports, Port Variance Reports, Software variances reports, and then those some reports after you work is completed. Justification of those reports is required if the results show variances. In addition to those reports, you need to have the correct Cyber Security Step plan attached, and you need to have the applicable Verifier Logs attached for what you are installing.

## Work Experiences by Job:

### Data Systems Craftsman Experiences:

- Lead Craftsman for the Central Timing System for Munro Control Center. The CTS system provides the 60Hz signal feeds to the AGC system. The CTS system provides Network Timing Protocol timing to all domains, this is a critical function for the Domain Controllers to work properly. The CTS system provides IRIG-B feeds to all of the RAS equipment and digital wall clocks. The CTS system also has multiple alarming methods; 1. SNMP, 2. Syslog reporting to Splunk, and 3. Alarm Contact outputs to the building SCADA system. In addition to this, I have selected specific pieces of hardware for the CTS system that make maintenance on the system less service interrupting.
  - This system requires troubleshooting serial circuits using a HP 4952A Protocol Analyzer to look at the ASCII text and Hexadecimal data stream. Serial output data streams are fed to AGC via Perle SDS1 Serial to Ethernet Data Converter, and via Perle SDS2 serial converter that edits the data stream to format that can be read by the Desk and Wall clocks at MCC and DCC.
  - Use of an oscilloscope to inspect the incoming 60Hz signals and IRIG-B signals.
  - Use of an IRIG-B tester to confirm the IRIG-B protocol is correct and valid. CTS system has an analog/modulated signal source and a DC-Level shift outputs.
  - Multimeter for checking voltages and resistances.
  - I have authored the ***M11 - CTS-Provisioning Guide*** for the CTS system that outlines every setting that is defined in the M3000 CTS system. This document is 184 pages in length. Guide is published and in the CCN Library.
  - I have authored the ***M12 - CTS - Annual Systems Tests*** for the CTS system that is used for the annual maintenance document. Within this document all tests are defined certifying the system, as well as all the steps necessary to cutout and switch the CTS system to the redundant chassis. Guide length: 134 pages. Guide is published and in the CCN Library.
- Lead Craftsman for performing wiring and assignment work for the Mapboard at MCC. The Mapboard at MCC is the full panoramic display of the BPA Sub-Grid and Main-Grid that is used by the MCC Dispatch support team. I created a tracking system for the incoming job assignments and a place for past jobs to be stored for record. I work with MCC Dispatch and the SCADA team on a regular basis to assign new Mapboard assignments.
- I designed a situational awareness tool for MCC Dispatch that rotates between BUD-network information sources, CCN data sources, and the Lightning Monitor Source. The Dispatchers can choose to rotate between all three sources, or stay on one source. I specified all of the hardware needed for this project, which included: building the Windows 7 workstation, specifying the HDMI extenders, the serial data switch unit, DVI switch, the projector hardware needed to mount the projector to the ceiling, writing the code that performs the switching (code written in Visual Basic and PowerShell), and all documentation related this.
- I have converted, and or built over 40 virtual or physical servers.
- Operating systems that I have worked in: Windows 2008, Windows Server 2012R2, Windows Server 2016, and different flavors of Linux in the CentOS6 variety.

- I have built two of the six vSphere Hosts in the CIP vSphere environment. This includes installing the server in the rack, loading the ESXi operating system and establishing base settings for network access, installing all fiber cables, cat6 management and data cables, installed SFPs in their applicable Switch-Routers, and provisioning the Switch-Router ports.
- Physical Servers installations include: installing the server, installing all network cables and/or fiber cables, the interface cables (KVM cables), and power cables. In addition to this, the operating system has to be installed, the BIOS settings set, all security monitoring/reporting agents, security patching, and SNMP agents have to be loaded, checked and verified working.
- I have built over 10 workstations. Some of the workstations required building the workstation from a bare tower; installing the graphics cards, the chassis fan, the CPU fan, the memory, additional Hard Drives, and Graphics cards.
- I actively work in the Active Directory domain implementing privileges for users, moving servers to their correct OU, edit and create Group Policies that are applied to the OU's. I also work in the DNS to verify that the servers are showing up in the Forward and Reverse Lookup zones, and add them if they are not.
- I have built two SQL clusters in the Test and Production environment. Each Cluster had three Hosts each and more than 20 shared drives between the Hosts. This is not a small task and is very tedious and quite complicated to get all of the drives and the Hosts all working together.
- I perform regular hardware replacements and repairs on servers in the HP series of G7, G8, and G9 in the 100 and 300 series hardware platforms. I have replaced power supplies, cache batteries, and failed DDR3 or DDR4 memory sticks. I have performed multiple hardware replacements and troubleshooting of workstations as well; replacing graphics cards, failed fans, and complete system rebuilds. A rebuild of failed SCADA workstation will take 18 hours and requires the input of three groups of people.
- I successfully work with Change Management to handle Request for Change (RFCs). I have around 80-100 RFCs in my Change Management history log.
- I work in the Local Area Network (LAN) environment on a regular basis provisioning ports and assigning VLANs for new servers being brought on the network. I have to locate the correct subnet for a server to be in and find the corresponding Switch-Router to connect to and which VLAN to use.
- I use firewall logs on a regular basis to perform troubleshooting to determine if traffic is being blocked from one subnet to another. Knowledge of network topology and location of firewalls within that topology is necessary.
- With a Senior DSH Craftsman, I perfected the Guide used by my teammates to convert our physical servers to the vSphere environment. Additionally, I added very detailed steps to the document to aid the team in the complicated process of converting a physical server to a virtual server (aka Virtual Machine).
- I have participated in multiple power system switching events at the Munro Complex for maintenance on the Uninterruptable Power Supply (UPS) system and battery bank. This includes two-man switching, review and knowledge of reading a online diagram of the power flows and which breakers to open to isolate one side of the UPS system and keep the other side Hot.

- I am a Qualified Electrical Employee (Yellow Hat) and I maintain my Electrical Worker Permit.
- I also participate in troubleshooting of building system alarms associated with the HVAC system.
- I have limited experience working on the building security system.
- I am responsible for Manual Monitoring of 23 devices, which requires monthly port security scans, validation of port scans, and manual monitoring data entries for each piece of equipment.
- I am the lead Munro support for the SPLUNK upgrade project which has required the installation of 4 PureStorage mass storage arrays. The installation effort required working with the vendor to get the PureStorage chassis initial configuration provisioned by use of a proprietary Linux OS, installing fiber cables and Cat6a management cables, provisioning the PureStorage units for data storage and ethernet connections, provisioning the Switch-Router ports, and provisioning the Linux Splunk Indexers.
- I located, organized, obtained quotes for the MCC DSH Crew to attend vendor led training. This included 3 training courses for each of the MCC DSH Craftsman. This provided Firewall training with Checkpoint, Cyber Security, SPLUNK bootcamp, and Identity Windows Server. I worked with the Senior Craftsman to determine where training was needed and then coordinated with the vendor to find the classes that were applicable.

#### **Data Systems Hardware Engineering Experiences:**

August-October 2019

Performed testing of Leaf-Spine fiber OM3 MTP fiber cables. Testing occurred on 32 – OM3 MTP 12-fiber cables resulting in tests on 384 fiber cables. Each cable was tested using two different types of equipment: OneScout 10G Ethernet test set certifying the cable can support 10Gbit Ethernet traffic, and JDSU Power Meter measurements that confirm attenuation of the fiber signal does not exceed expected values. Additionally, a Fluke fiber tester was used to confirm fiber length of two-pairs of each OM3 Fiber cable. Testing found two OM3 Fiber cables that needed to be replaced.

Additionally, I built a fiber testing kit for the Department and found a fiber-cleaning click-stick for the MTP connection. This click-stick allowed us to clean a failing MTP connection that saved having to purchase and install a new OM3 12-fiber cable. Created a setup guide for the OneScout 10G Ethernet test set for testing 10G Ethernet.

Fall-2019

Completed Contract Officer Representative training.

October 2019 – Present

Produced a Visual Basic Script based script for MCC Dispatch that displays webpages that MCC Dispatch requests for situational awareness. No prior experience with Visual Basic Script at the beginning of project. To date, the most recent revision that is to be rolled out this Winter-2021 has 780+ lines of code and performs the following features: (1) launches webpages automatically at the startup of workstations, (2) launches different webpages based on time of year (fire season and non-fire season), (3) script rotates

which DVI-feed is sent to the projector by sending serial commands to a DVI-switcher unit. Rotates between the following video feeds: an IR-Network Display, a Pi-Display, and a LMS Display. Project required specifying, (1) cable adapters to move between DVI, HDMI, USB, DB-9, and Ethernet connectors, (2) specifying/acquiring HDMI extenders that will allow the project to extend the DVI signal from the DVI-switcher to the Projector (Projector is planned to be mounted to the ceiling in future). Future efforts of the project will require that the creation of NUC-workstation, submitting of an RFC for that workstation, and the installation of that workstation.

### **CTS Replacement Project**

Providing Engineering support for the project. Generating documentation for the new CTS system, creating documentation for cutting over from the existing system to the new system. Specified cable type to be used for the GPS antenna, specified and acquired all terminations (LMR400 N-Male type and BNC-Male plugs), specified and acquired the majority of mounting hardware for cables to be mounted to the tower. Provided engineering support for testing of LMR400 cables to assure cable connections were good (testing found one connector that the center pin was not soldered).

### **Security Patching Support**

Participated in multiple patching cycles. Patching experiences includes patching on workstations and servers. Servers have been in the test and Development environments. Patching experience includes checking for Shadow Protect and confirming that an update has occurred on schedule, checking Event Viewer to confirm that there are no troubling alarms that would indicate the workstation/server would not be able to handle the patching upgrades. A final check prior to beginning the patching upgrade includes checking the hard drive space to assure there is sufficient space.

### **Additional Experiences**

- Participated in the 2019, 2020, 2021, 2022 RAS LIT testing.
  - Reading alarms and confirming inputs to RAS controllers.
  - Reading alarms and confirming outputs from the RAS controllers.
  - Work with direct supervision from Senior DSH Craftsman and observation of work on the RAS controllers and supporting equipment.
- Perform equipment checks looking for LED indications that the server is not operating optimally. Finding an indication prompts logging in and checking Event Viewer.
- Participate in cutting-in/out circuits that connect to the RAS controllers.
- Participated in replacing failed hard drives on servers.
- Participated in replacing failed hard drives on work stations and using shadow protect to rebuild the workstation.
- Submitting RFC's for work. I have 80-100 RFCs that I have worked on and I have been responsible for generating them, collecting evidence, and working with Change Management to get them Closed.

- Replaced multiple failed cache batteries in servers. Use of HP ProLiant Integrated Management Log Viewer to view the history of alarms to confirm the alarm is a cache battery. Use of HP Smart Storage Administration Tool to determine which Smart Array Controller has the cache battery failure. Coordination with Resource Manager to power down the server is required to replace cache battery.
- Migrating/moving Virtual Machines across Hosts in Hyper-V environment by use of Failover Cluster Manager.
- Participated in the troubleshooting, diagnosing, and repairing problems with the Lightning Monitor System Specifically the long-range KVM extender power supply at the Dispatch side was not operating correctly.
- Repaired an SNMP reporting stream to WhatsUpGold from a server. Server had a full memory alarm on it's C:/drive. RM created more room but the alarm did not clear in WhatsUpGold. Alarm was acknowledged in WhatsUpGold, and the alarm was re-polled. No change occurred on alarm status; the alarm stayed in. At the server that had been reporting the alarm, the SNMP service was restarted, then the previous step was reinitiated in WhatsUpGold. No change occurred and alarm stayed in. This prompted the WhatsUpGold server associated with the MGOZ to be reset. Once the server was reset, the two services associated with WhatsUpGold were restarted. This fixed the issue.
- Participated in resolving multiple printer issues for MCC Dispatch; resetting the print spooler.
- Participated in building a Virtual Machine in the Hyper-V environment.
- Participated in un-racking and moving servers to create space in the 500 row.
- Participated in replacing and installing Keyboard-Video-Mouse (KVM).
- Participated in installing servers and switches for the new spine-and-leaf network.
- Participated in activating privileges via Active Directory.
- General Alarm troubleshooting using Foreseer.
- Testing of small transformers for amplifying the 60Hz Frequency signal. Testing included the use of an oscilloscope, multiple multi-meters used to perform voltage measurements, current measurements and resistance measurements, a signal generator, and a variable transformer.

**Power System Control Engineering Experiences:**

February 2019 – May 2019: Acting Power System Control District Engineer for the Salem District. My duties included all supervisory roles: scheduling preventative maintenance tasks, confirming measurements obtained during maintenance tasks, confirm maintenance documentation is stored in the correct locations, work order closures, approving employee time, approving travel, confirming permissions for employees Quarterly Access Verification, represent the District for all capital projects, and advocate for capital projects to increase their scope of the project to include additional equipment upgrades that are at the end of life. In addition to the supervisory duties listed above, providing senior engineering experience of how to perform work on the power system with minimizing any impact to the power system; this requires proper planning, submitting outages via DART, and coordinating the correct

crafts to participate in the work.

Accomplishments during PSC DE detail from 2/17/19 to 4/19/19:

- Maintenance backlog items (not counting VHF portables/mobiles) on 2/17/19 was 39 items, current backlog items: 13 items.
- All BPA priority 2 work has been scheduled and outages submitted.
- Created a structure for maintenance records to be stored for the department.
- Created Department VHF Portables and Mobiles preventative maintenance documentation system utilizing PSC approved work guides and reading sheets.
- Created a Department Work Order tracking system to limit the amount of time spent searching for work order numbers. The tracking system is available to all employees and has the flexibility for all employees to add work order numbers. System is organized by station and project description.
- Created department Service Request System (SRS) tracking system that accounts for all items registered. System shows equipment entry information and shows if the equipment is in-service or not-in-service.
- Created department Material Requests tracking system that accounts for all MR's submitted by department.
- Created District Network Management System (NMS) networking sheet for referencing NMS network information for field sites. This tool has consolidated twenty-nine pages of information onto a single 11x17 sheet that can be conveniently accessed and referenced by craft personnel. This will reduce the amount of time spent by craftsman searching for network addresses and it will aid them with the needed information to quickly diagnosis network issues.
- Created a system for recording Telemetry settings documentation. Storage location created on department work drive. Equipment settings documentation sheets for telemetry equipment types provided in two formats for PSC Craftsman. This system will aid in troubleshooting and repair of failed telemetry equipment and will allow history keeping and recording of previous settings.
- Identified PPE equipment that needs to be acquired for team members. Acquired rubber insulated gloves for the craftsman; this required finding and purchasing two different levels of insulated gloves to provide the correct level of protection for all substations in the Salem District (Keeler substation required a higher-level of protection). Acquisition of safety materials is ongoing. This requires asking the craftsman about what safety equipment they have, what they would like, and having knowledge of BPA Work Standards to know what they must have.
- Created a plan for moving the MWTT circuit between CARL and SHER that had the false trip. Plan was completed on April 9<sup>th</sup>, 2019.
- Initiated a microwave beam-path encroachment project to clear danger trees between the MARN -PROH radio path by utilizing the LIDAR data published.
- Coordinated and oversaw rack relocation at Keeler Substation utilizing Substation Maintenance Electrician support. The rack relocation was crucial for two projects at Keeler Substation:

- Re-splicing and consolidating all Operational Fiber Patch Panels, creating more ideal environment for Craftsman and other fiber working employees.
- The Keeler SVC upgrade project that is replacing the fiber optic cable between the Keeler Control House and the SVC, replacing the multiplex equipment, and the transfer trip. The rack relocation was crucial to the success of the above projects because it made a space for a new rack to be installed, supplying much needed rack space.
- Successfully negotiated for redundant fiber cables at Keeler Substation between the control house and the SVC. Project originally had intended to install one single-mode and one multi-mode fiber cable between the Control House and the SVC. With my influence and the agreement of other key employees on the project, the project agreed to install two single-mode and two-multi-mode fiber cables that will meet all future needs of the two sites.

-April 2019- Authored a Work Guide for how to perform a Microwave Path Studies. The guide and supporting documents provide guidelines and instructions to PSC Field Engineers on how to calculate a radio path loss between two radio stations; and two radio stations with a passive repeater. The guide will serve to assist PSC Field Engineers in a new, future maintenance to be performed on an annual basis. I presented this Guide to the PSC District Engineers Meeting during April 23<sup>rd</sup> – 25<sup>th</sup>, 2019.

-Fall of 2018- Authored a guide with the input of other PSC ORT members that will serve as a guideline for how the PSC ORT makes decisions. Guide is out for review by PSC ORT members and is expected to be finalized Spring-2019. The guide serves as a learning tool for new ORT members and provides a document that defines how the ORT group makes decisions.

-December 2017 – August 2019: Member of the Power System Control Outage Review Team (PSC ORT). Participated as one of five team members that met on a weekly basis and analyzed all power system control work to be performed in the following 17 days. The recommendation from the group is submitted to the Outage Office. I provide input and recommendations to the PSC ORT group and I also host the meeting every 5 weeks.

-Spring - 2015 – Worked at Munro Control Center with PSC during a three-week period. Provided engineering assistance for multiple projects that were underway at the control center, specifically a JungleMux installation that was to be used for the new Dispatch telephone system. Some of the time was spent viewing equipment that serves as the demarcation point between Power System Control and Data Systems Hardware. Experiences during the unofficial detail at the control center showed the many crafts that work together to move all of the data across the BPA system and into a usable format that can be digested by Dispatchers to determine the health of the power system.

-2015 – August-2019: Lead Department Electrical Glove and Blanket Testing Program. I was responsible for the testing of all gloves and electrical isolation blankets, and the replacement of the protective items if they fail their tests.



-Led Spokane District STARDACS Firmware Upgrade per PSC Alert. Outage #1281712. This required extensive planning and coordination because the STARDACS had over 100+ circuits routing through it. Firmware upgrade was not supposed to be service affecting, and it was not, but provisions had to be made in case the firmware upgrade did not go smoothly. Spare cards were brought on site and documentation was generated so that the STARDACS could be rebuilt, circuit by circuit.

-Lead PSC Field Engineering support for the installation of the ALPHJ001-ALFRJ001 #W03 JungleMux SONET ring and cutting over communication circuits to the new digital system.

-Led the installation of the following: Aviat digital radio link between ALFR and SPOK (at both sites), OPEN-I, NMS router/switch, TimeProvider (SONET synchronization by GPS Feed with Rubidium holdover), Lineage Charger, new Communication batteries (VRLA battery banks 108-AH), cutting over all communication equipment from 24VDC to 48VDC, and initiated a ground system design for ALFR that was going to be constructed in Fall-2019.

-Lead PSC Engineering support to diagnosis timing synchronicity problem on the JungleMux SONET system between the Bell 500kV Control and Bell 230kV Control House. My efforts accomplished getting the SONET system synchronized so that synchronous circuits could be exchanged between the BELL500kV – Bell230kV SONET ring and the synchronous equipment in the Bell 230kV Control House. I retired many cards that were not being used, reorganized the bus layouts of the chassis, installed JIF-Share cards (DS1 distribution cards) in one of the expansion shelves and established a format for future capital projects to install JIF-Share or CDAX units in the last shelf (as funding allowed). To accomplish synchronizing the SONET system, it required a separate SONET ring to be built so that one of the two sets of MWTT circuits for the BELL-TAFT line could take a redundant path while the JungleMux SONET ring was taken out of service to allow the system to be synchronized. Once the system was synchronized, the circuit riding on the temporary SONET system was moved back on to the JungleMux SONET system.

-Provided engineering assistance to Pend Oreille PUD (POPUD) in the installation of a TimeProvider that provides synchronicity to their JungleMux SONET system. I also provided engineering assistance to POPUD for how to route a C37.94 circuit across their JungleMux SONET system for the ALPH-PNST MWTT.

-Developed the timing system scheme for the #W03 SONET system for maximum redundancy and limiting the amount of time the SONET system could be without synchronization. System utilizes a GPS feed and a DS1 timing source from the #WC00 SONET system.

- Referencing BPA approved design standards, successfully convinced the Project Manager to purchase the Rubidium clock source for the #W03 SONET system, providing a much longer hold over time for the SONET system and mitigating communication problems that can occur for the loss of synchronization.
- Reference the following BPA DART Outages for review #1043690, 1113770, 1145618, 1151106, 1151108, 1230936, and 1234072.

-Led PSC Field Engineering Support for the JungleMux SONET ring installation between LOGT and LGPH, #J09.

-Led PSC Field Engineering for Fiber Characterization testing between Boundary Substation, Cusick Substation, and Bell Substation. Fiber Characterization results were submitted to Seattle City Light (SCL) for a performance study to determine the feasibility of SCL leasing fibers from BPA and installing communication equipment at Boundary and in the Mead, WA area. Fiber Characterization testing included: Attenuation Profiles, Insertion Loss Profiles, Chromatic Mode Dispersion, Polarization Mode Dispersion, and Optical-Time Domain Reflectometer tests at 1310nm and 1550nm. Outages #1241718, 1250202, 1250204.

-Participated in the restoration of a radio failure between ALFR and SPOK. Helped diagnose the module failure and the creation of a module replacement plan (there are no guides for this new radio). Outage # 1308460.

-Led PSC Engineering support for the LOGT-HTWA fiber restoration for the #JC00 SONET system, Oct-2018. Outage #1206294.

-Perform NERC CIP vulnerability assessments on an annual basis, including Low Site Compliance Inventory and Foreign Owned Low Lite Inventory.

-Led the PSC Field Engineering Support and design for the installation of JungleMux T1MX units at Bell, Boundary, Sacheen, and Usk substation. This project allowed the remaining analog transfer trip equipment on the D-Analog System to be moved onto the #WC00 SONET system. Guided contractor in the installation of JungleMux shelves at all locations, NMS connections, alarm provisioning and testing to the NOC, testing of all channels for the MWTT and RAS circuits, and coordinated the cutover of the circuits to the T1MX-JungleMux units. Outages #1076701 and 1076611.

-Led the installation of the TimeProvider at Usk substation and the installation of the BITS timing source to the equipment at Usk Substation. Outage #1112656.

-Created a procedure with the assistance of SME Pat Schmidt for replacing an N60 communication module with a C37.94 module. Performed replacement at Little Goose Powerhouse under outage #1043847. This procedure then was used by craft personnel to replace the communication module at Lower Granite. The procedure was also used by the Tri-Cities to perform replacements.

-Led the Avista JungleMux node migration at Bell Substation. The project required inserting a new 3-shelf JungleMux node into the ring between Bell and Northeast substation; testing each new circuit, coordinating each circuit move, and then cutting over the circuit. Ten protection circuits, five telemetering circuits, and three voice circuits were moved. Additional protection circuits were added to the shelf under outages held by SPC and T&E. This work required coordinating closely with Avista's Telecommunications

crew members and finding solutions for cutting over the circuits that followed BPA standards as well as Avista's standards. For example, BPA requires every new channel to be tested for a bit-error rate test (BERT) for 15-minutes to certify the channel; this is not an Avista requirement and required discussion and agreement between both parties to facilitate the cutovers. Auto-Trunk circuits and DATS lines between BPA and Avista Dispatch were also cutover to the system, retiring the circuits for a leased-line account. Outages #1068095, 1068729, 1085677, 1090787, 1090831, 1304580, 1304670.

-Directed the installation and upgrade of the AC and DC power systems at Mt. Spokane Radio Station. This work required a complete rebuild of the entire AC-Power system at the radio station, installation of a new 48VDC charger and 48VDC Distribution racks. Worked directly with a contract electrician to cut over all of the PSC equipment at Mt. Spokane Radio station. Process required powering down one side of the Filter Fuse Panel at a time, cutting it over to the new 48VDC system and repeating for the other side of the filter fuse panel. Work Permit # 898911.

-One of the engineers that redesigned and led the construction and upgrade of the phone system for the entire Bell Complex (Bell Maintenance HQ, Bell 230/500kV Control Houses, Spokane District HQ, Bell Transmission Line Maintenance Building and HMEM Building). Project included overseeing, participating and testing the installation of fiber optic cable (multimode) between buildings, installation media converters (fiber optic to Ethernet), installation and provisioning of Avaya Media Gateways (G430), and installation and provisioning of back up battery banks and charger system. I also was responsible for cutting over the vast majority of all DATS circuits from the Bell Avaya Gateway. Also installed many dozens of phones for users and often installed new phone sets for new users, as well as reset voicemail accounts and established passwords for voicemail accounts.

-Assisted in the planning and design of the upgrade of the Bell Complex network infrastructure. This upgrade installed all new cat6 cable through the Bell District HQ building, the Bell Maintenance HQ building, Bell HMEM shop, Bell TLM Building, Bell 230kV Control House, and the Bell 500kV Control House. This cable was used for phones, BUD network connections, NMS connections, and FIN connections.

-Organized and certified four fiber splicing projects: (1) Fiber Restoration on the #BC/#QC SONET system on the NOXON-TAFT Segment of the NOXON-TAFT Fiber system. Work Permit # 887189. (2) Fiber Restoration between Bell 230kV Substation and Avista's Northeast Substation. Work Permits 905623 and 906392. (3) Fiber splicing certification of the Noxon Radio Station Optical Testing Unit. Work Permits 912855, 912867, 916679 and 916547. (4) Fiber splicing certification for the #W05 SONET system on the BELL-SACHEEN Fiber segment of the BELL-BOUNDARY Fiber system.

-Designed and directed installation of the pilot Optical Testing Unit (OTU) for the Noxon-Kalispell fiber monitoring system. Fiber splicing was completed by the Kalispell Transmission Line Crew during December of 2013. Please reference Work Permits 912855, 912867, 916679 and 916547.

-Directed installation and acquired materials for the installation of the Optical Testing Units in the Spokane District for the development of the Automatic Fiber Management System. Directed the OTU installations at Bell Substation, Cusick Substation, and the replacement of the original OTU at Noxon Radio station with the second generation of OTU.

-Directed installation and provisioned Open-i upgrades at Lower Granite Substation and Little Goose Substation. Worked with former Subject Matter Expert Mr. Pat Schmidt to create a Work Guide that demonstrates how to upgrade from a Legacy Open-i to a Web Interface Open-i. Please reference Work Guide ALARMS-OI-05.

-Directed installation of the #W05 SONET system between Bell Substation (BELL) and Day Mt. Spokane Substation (DAMT). Project included the installation of Jungle Mux nodes at BELL and DAMT, the provisioning of the Jungle Mux nodes, certification of the fiber splices and verified the optical loss budget is within expected values, verified alarm reporting to Network – System Operations Center (NSOC), and performing/monitoring the 30-day burn-in process to verify the performance of the SONET system.

-Replaced existing Altamar optical amplifier with JDSU Optical Amplifier for the BELL272 CISCO 15454 ONS on the #DC SONET system. Work Permit 996927.

-Performed the test and energization and 30-day burn in of the digital microwave path \*W01-16DS1-CUSI1-USKS1 between Cusick Substation and Usk Substation.

-Provided engineering support on the testing and troubleshooting of the #WC SONET system. Testing included fiber testing, DS1 tests and round-trip-timing of the system.

-Provisioned the majority of the initial DS1 circuits on the #WC SONET system in the CISCO 15454 ONS software Cisco Transport Controller (CTC). Training on circuit provisioning in CTC was conducted by Munro Control Center Craftsman II, Mr. Joe Jemmett. Circuit provisioning was supervised by Mr. Jemmett.

-Participated in the planning and testing of the Noxon Radio Station Building cutover from the existing building to the new building.

-Performed CPU, Interface and OHSU card replacement per *PSC Alert 2014-10-01\_IMACS\_Card\_Replacement*. Card replacements required coordinating between MCC Dispatch, Operations support from the Bell, Garrison and Kalispell maintenance headquarters, and PSC support from Garrison Headquarters to accomplish the upgrades. I completed IMACS card replacements at Addy Substation, Bell Substation, Mica Peak Radio station, and Noxon Radio station. Please reference Outages # 975011, 975233, 981521, 1171474, 1171454, and 1171486.

-Replaced failed 48VDC power supply on a RFL-6745 for the BELL-BOUNDARY 3 230KV LINE MWTT, circuit #7039, work permit # 1008831.

-Diagnosed equipment trouble for Transfer Trip circuit #7656 when it was cutover from the D Analog Radio system to the #WC Digital SONET system. Correct diagnosis prevented unnecessary replacement of transfer trip parts on RLF 9745. Please reference Work Permits 995891, 995933, and 996223. Please note that the work permits were assigned to my team member Mr. Tim Tibbits – Bell PSC Craftsman II.

-Created and presented a class on the Iniven PDR-2000. Class objective is/was aimed at helping field craft personnel develop the necessary troubleshooting skills to correctly diagnose problems with the PDR-2000 and to perform the preventive maintenance with confidence.

-Created a testing plan, coordinated testing with BC Hydro for circuit #7F73, #7F74 that route via SEL-2595 devices. This was the first installation of this type of equipment the Spokane District and no documentation on how to test this equipment was developed. In addition to assisting BC Hydro with finding a problem on their communication system, and certifying the BPA installation was correct, I created a cheat sheet for troubleshooting the equipment to assist PSC craft personnel.

-Multiple experiences with troubleshooting NMS network issues that included: FastEthernet ports being shutdown (no shut command), incorrect or VLAN (virtual LAN) being incorrectly assigned, speed and duplex of the interface not being matched to the end equipment (10mbps versus 100mbps), and recently some access problems have been attributed to Access-Lists being too restrictive with the VPN requirements.

**-Additional Experiences:**

Perform battery maintenance with PSC Craftsman; annual one hour load testing and three-year full load tests. Tasks include taking individual cell voltage measurements using a Digital Multi-meter, using an E-Bite battery test unit or Fluke, connecting an external load bank (full-capacity test), and installing a temporary battery bank to hold the station while the permanent battery bank is being load tested.

Installing cat5e or Cat6 cables for: voice grade circuits, DS1 circuits, or Ethernet traffic. This includes running of the cables, securing the cables, grooming the cables, terminating the cables (determining the correct pinout for the connector and then making the cables with a crimper or a wire wrap tool for securing the cable to a DSX Jackfield or an IDF block).

**Duties:**

Current Duties:

-Perform equipment checks by visual inspection of equipment by looking for LED indications representing abnormal conditions. Check SCADA/SER alarms, GEN ICCP circuit status, AGC circuit status, Nagios, and Foreseer.

- Participate in troubleshooting and repair efforts of workstations and servers.
- Perform security patching on workstations and servers in the test, development, and production environments.
- Lead the development of the script and installation of the Rotating-Screens project for MCC Dispatch.
- Provide Engineering support for the Central Timing System replacement project.
- Submit RFC's for corrective and capital work that needs to be accomplished.

Former PSC Engineer Duties:

- Plan, schedule, and complete communication system construction for the Spokane District.
- Assist craft team members and provide technical support for corrective and preventive maintenance, including writing guides to assist with the maintenance when a work guide has not been produced by the PSC Technical Services branch.
- Provide training, support, and supervision for new engineering and craft employees.
- Former member of Power System Control Outage Review Team (PSC ORT)
- Lead Department Electrical Glove and Blanket Testing Program

**Student Engineer Experience:**

- Power System Control: (June 2011-June 2012)
  - June 2011-August 2011: Avg. hours worked: 40Hrs/week
  - September 2011-June 2011: Avg. hours worked: 8Hrs/week
- Customer Service Engineering (June 2010-June 2011);
  - June 2010-September 2010: Avg. hours worked: 40Hrs/week
  - October 2010-June 2011: Avg. hours worked: 8Hrs/week
- Test & Energization (June 2009-September 2009); Avg. hours worked: 40Hrs/week

**Leadership Experience:**

- February 17<sup>th</sup> – May 2019: serving a detail as the Salem Power System Control District Engineer.
- Planned and supervised various construction projects in the Spokane District that incorporate multiple crafts (i.e. PSC Craftsman, substation maintenance electricians, transmission line maintenance crew, and/or contract employees).
- Supervised three fiber restoration projects that have involved craft support from Bell PSC, Kalispell PSC and the Bell/Kalispell Transmission Line Maintenance crew.

**BPA Training Completed:**

-OrionLX SER SCADA, D20 SER/SCADA, Transfer Trip, GE UR N60, Alcatel MDR-8000 Digital Radio, NEC DMR-3000 Digital Radio, CISCO 15454 ONS, IMACS / DS1 Basics, WISP/WIND PMU, FIN Networking Essentials, Definity Avaya Telephone Switch, JDSU OTDR, OMET Ciena Basics, OMET L2 Basics, Aviat Radio Training, Fiber Characterization, Fiber Advanced, Ethernet Traffic Management, Carrier Ethernet Fundamentals, and Network Fundamentals.

**Vendor Led Training Completed**

**SPLUNK Boot Camp** – How to perform searches in SPLUNK to retrieve data.

**Identity Windows Server** – Focuses on how to deploy, configure, and troubleshoot Active Directory Domain Services in the Windows Server 2016 environment.

**Cyber Security Fundamentals** - In this cybersecurity course, you will gain a global perspective of the challenges of designing a secure system, touching on all the cyber roles needed to provide a cohesive security solution. Through lecture, labs, and breakout discussion groups, you will learn about current threat trends across the Internet and their impact on organizational security. You will review standard cybersecurity terminology and compliance requirements, examine sample exploits, and gain hands-on experience mitigating controls. In a contained lab environment, you will work with live viruses, including botnets, worms, and Trojans.

### **Online Completed Training:**

- CompTIA Linux+ 2014 LX0-104 Networking Fundamentals
- CompTIA Network + N10-007 Networking Devices
- CompTIA Network + N10-007 Ports and Protocols and the OSI Model
- CompTIA Network + N10-007 Routing, Switching, & IP Addressing
- CompTIA Server SK0-004 Server Administration I
- CompTIA Server SK0-004 Server Administration II
- CompTIA Server SK0-004 Server Architecture
- CompTIA Server SK0-004 Networking and Disaster Recovery
- CompTIA Server SK0-004 Security
- CompTIA Server SK0-004 Server+ TestPrep
- CompTIA Server SK0-004 Storage
- CompTIA Server SK0-004 Troubleshooting I
- CompTIA Server SK0-004 Troubleshooting II
- CompTIA A Plus Exam 220-901 BIOS and Startup
- CompTIA A Plus Exam 220-901 BIOS Motherboards
- CompTIA A Plus Exam 220-901 CPUs
- CompTIA A Plus Exam 220-901 Different Computer Form Factors
- CompTIA A Plus Exam 220-901 RAM
- CompTIA A Plus Exam 220-901 Storage Solutions
- CompTIA A Plus Exam 220-901 Motherboards
- CompTIA A Plus Exam 220-902 Adding Hardware to Windows and Storage Options
- CompTIA A Plus Exam 220-902 Windows Utilities and Management
- CompTIA A Plus Exam 220-902
- VMware Data Center Virtualization Overview
- VMware vSphere 6 Install, Configure, Manage Part 1 Storage and VMs
- VMware vSphere 6 Install, Configure, Manage Part 1 Virtual Networks
- VMware vSphere 6 Install, Configure, Manage Part 1 vSphere Installation
- VMware vSphere 6 Install, Configure, Manage Part 1 vSphere Overview
- VMware vSphere 6 Install, Configure, Manage Part 2 vSphere 6 Clustering
- VMware vSphere 6 Install, Configure, Manage Part 2 vSphere 6 DRS

### **Graduate Studies:**

**-Data Communication Systems** (1 Semester): Data communication and networking overview, protocol architecture, Data transmission, Guided and wireless transmission, Signal encoding techniques, Digital data communication techniques, Data link control, Multiplexing, Spread spectrum, Circuit switching and



packet switching, Asynchronous transfer mode, Routing in switched networks, Congestion control in switched data networks, Cellular wireless networks, Local area networks, high-speed LANs, Wireless LANs, Internet protocols and operation, Transport protocols and Distributed applications and network security.

**-Power System Analysis (2 Semesters):** One line diagrams, regulating transformers, calculation of transmission line parameters (resistance, inductance, capacitance, shunt admittances and conductance calculations), per unit system analysis, transmission line models (short/medium/long transmission line approximations), Ybus, power flow, power flow studies using commercial software (Power World), contingency studies, power system control, balanced and unbalanced faults, Zbus methods, transient generator models, stability analysis and fault analysis using commercial software (PowerWorld).

**-Symmetrical Components (1 Semester):** Concepts of symmetrical components, sequence impedances of devices and lines, circuit equivalents for unbalanced faults, management during faults.

**-Transients in Power Systems (1 Semester):** Analysis and simulation of electromagnetic transients on electric power systems; switching transients; lightning transients; mitigation of transient overvoltages; surge protection; modeling power systems apparatus for transient studies using software programs such as Alternative Transients Program (ATP).

**-Power System Protection & Relaying (1 Semester):** Power systems protection fundamentals; dynamic response of current voltage measurement devices; numerical relay fundamentals; review of symmetrical components; application of overcurrent elements, distance elements and differential elements for the real time protection and monitoring of transmission, distribution and generation apparatus.

#### **Equipment/Software/Programming Experience:**

**-Equipment:** Selective Level Meter, Dynamic Signal Analyzer, Spectrum Analyzer, Signal generator, Optical Time Domain Reflectometer, Optical Power Level Meters, Fiber Inspection Scopes (JDSU), Oscilloscopes (Tektronix TPS 2024 and like models), Transmission Impairment Measuring set (TIMS), multiple DS1 test sets (Sunset, T1-Lite), C37.94 protocol module for Sunset test set, JDSU T-BERD 8000 (OC-48, STS-1 and DS1 testing), Analog Telephone Test Set, Multimeter, and a Variable Transformer (Powerstat Variable transformer C116B).

**-Information Collection Tools:** Visio, Projectwise, MicroStation, TCIS, SRS, Cascade, and eGIS.

**-Software:** PowerWorld (power systems simulation software), Alternative Transients Program (ATP), LTspice, Matlab and Mathcad.

**-Programming Languages:** Visual Basic Script, C, Java and Assembly Language.

#### **Awards**

-Quality Step Increase Awarded – 2019.

- On the Spot Award for working as a member of the PSC Outage Review Team. Nominated by Jason Engler.
- On the Spot Award for outstanding support for Operations. Nominated by Nick Walker – Bell Chief Operator III
- On the Spot Award for designing, fabricating, and installing a new radio between ALFR-SPOK in 4 days. Nominated by Jason Engler.
- On the Spot Award for participating in fiber restoration between Noxon Radio Station and Taft Substation. Nominated by Dana Wolfe.
- On the Spot Award for the completion of the Bell Complex phone system upgrade.
- Graduating BPA Student Program
- Honor Society of Phi Kappa Phi, Elected by the Chapter at Eastern Washington University

**Work History Contact Information**

-Bonneville Power Administration (August, 4 2019 to Present)  
 1620 E Hawthorne Rd, Mead, WA 99021 Munro Control Center  
 Current Salary: \$110,157; Hours worked per week: 40-42  
 Immediate Supervisor: Brian Johnson, MCC Site Supervisor

-Bonneville Power Administration: June 2012 to February 16<sup>th</sup>, May 12<sup>th</sup> – August, 4 2019  
 2400 E Hawthorne RD, Mead, WA 99021  
 District Manager: Dana Wolfe  
 Former Supervisor: Jason Engler, Bell PSC District Engineer

-Bonneville Power Administration: February 17<sup>th</sup> – May 11<sup>th</sup>, 2019  
 2715 Tepper Lane NE, Keizer, OR 97303  
 District Manager: Paul Sever  
 Former Supervisor: Paul Sever, Salem District Manager

-Bonneville Power Administration: June 2010-June 2011  
 2400 E Hawthorne RD, Mead, WA 99021  
 Customer Service Supervisor: Brian Markham

\*All references may be contacted to obtain information about me and the accuracy of my work history.

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**Announcement Number: DOE-BPA-21-14217-MP**  
**Position Title: Power System Control Craftsman Trainee**  
**Staging Area Number: SA-BPA-0001**  
**Name: MICHAEL LARSON**

**Name:** MICHAEL LARSON  
**SSN:** \*\*\*-\*\*-\*\*\*\*  
**MIDX:** (b)(6)  
**Address1:** (b)(6)  
**Address2:**  
**City:** (b)(6)  
**State:**  
**Country:**  
**Post Code:** (b)(6)  
**Plus4:**  
**Telephone 1: Mobile:** (b)(6)  
**Email:** (b)(6)  
**United States Citizen:** Y  
**Veterans' Preference:** (b)(6)  
**Military Service Dates (Start of Service - End of Service):**  
 (b)(6)  
**Location(s) Applied to:** Grand Coulee, WA(US)  
**Series Applied To:** 2604

Doc #	Document Type	Description	Submission Type
1	Additional Veteran Documents (Spouse PCS orders, Scheduled Discharge, etc.)	No document submitted	
2	Armed Forces Ltr.	No document submitted	
3	(b)(6)		USAJOBS
4	Last Two (2) Performance Appraisals	No document submitted	
5	Most Recent SF-50	No document submitted	
6	OF 306.	No document submitted	
7	(b)(6)		USAJOBS
8	SF-50.	SF50July2020	USAJOBS
9	Transcript	No document submitted	
1	Additional Veteran Documents	No document submitted	
2	DD214 (Applicant)	No document submitted	
3	Other Documentation (applicant)	No document submitted	
4	SF15 (Applicant)	No document submitted	
5	SF50 (Applicant)	No document submitted	
6	VA Letter (Applicant)	VALtr	USAJOBS

**Applicant Level Assessments:**

**Eligibility Questions and Responses**

1. Are you a current Federal employee?

**Answers:**

1. Yes

1.1. By what agency or department are you employed? Note: Employees of any Power Marketing Administration, including Bonneville Power Administration, must select 'U.S. Department of Energy'

**Answers:**

2. A Federal agency or department outside the Department of Energy

1.2. If you selected "A Federal agency or department outside the Department of Energy", please enter the agency and organization.

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**Answers:** Department of Interior, Bureau of Reclamation, Grand Coulee Dam

1.3. If you are a current Federal employee, what is your duty station? List City and State, or enter "NA" if not applicable.

**Answers:** Grand Coulee Dam, Grand Coulee, Washington

1.4. If you are a current Federal employee, under what type of appointment are you serving?

**Answers:**

3. Excepted Service

(Note: If you are unsure, refer to blocks 24 and 34 on your most recent "Notification of Personnel Action" (SF-50); OR ask your servicing Human Resources Specialist.)

1.5. Are you a Federal employee who has been displaced or surplused? For more information on career transition programs,click here.

**Answers:**

3. Not applicable

2. If you are NOT currently serving in the competitive service as a Permanent Career or Career-Conditional Federal employee, are you eligible for reinstatement based on Career or Career-Conditional Federal status in the Competitive Service?

**Answers:**

3. This does not apply to me

(Note: You will be required to submit a copy of your most recent "Notification of Personnel Action" (SF-50) as proof of reinstatement eligibility.)

3. If you are, or ever were, a Federal civilian employee, please indicate the pay plan of the highest graded position you held on a permanent basis:

**Answers:**

8. BB / BS / BL - Negotiated Pay for BPA Employees

3.1. If you selected "Other", please list the Pay Plan. Enter "NA" if this does not apply to you.

**Answers:**

4. If you are, or ever were, a Federal civilian employee, please indicate the highest grade level you held on a permanent basis:

**Answers:**

17. 00 (Federal Wage System)

5. If you are, or ever were, a Federal civilian employee, please indicate the dates of the highest-graded position you held. Enter the dates in the format of MM-YYYY and enter "Present" if you are still currently in this position. Enter "NA" if this does not apply to you.

**Answers:** 05-2018 Present

6. If you are, or were, a Federal employee who held a permanent position in the competitive service, what is the highest full performance level and pay plan of that position? Enter "NA" if this does not apply to you.

**Answers:** NA

7. Are you a preference eligible OR a veteran who was separated from the armed forces under honorable conditions after completing an initial continuous tour of duty of 3 years (or may have been released just short of 3 years)?

**Answers:**

1. (b)(6)

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(b)(6)

Note: For more info on the Veterans Employment Opportunities Act of 1998 (VEOA), click here and go to "Special Appointing Authorities for Veterans". You will need to submit a copy of your DD-214, "Certificate of Release or Discharge from Active Duty - Member #4 Copy", or other proof of eligibility. Additionally, applicants claiming 10 point preference will need to submit SF-15, "Application for 10 Point Veteran's Preference".

8. Are you a current Federal employee serving under a Veterans' Recruitment Authority? For more info on VRA, click here and go to "Special Appointing Authorities for Veterans".

Answers:

2. No, this does not apply to me.

(Note: If you are unsure, refer to your most recent Standard Form 50 (SF-50), look in blocks 24 and 34; OR ask your servicing Human Resources Specialist.)

9. Are you a student appointee under the Pathways Internship Program? Have you completed all requirements for graduation and are you in the 120-day period for conversion to term (1-4 years), career or career-conditional appointment?

Answers:

2. No, I am not a student or I have not met all of the above requirements for graduation and conversion.

10. Are you eligible for non-competitive appointment under a Special Appointing Authority?

Note: Please see the OPM Hiring Authorities website (click here) for more information. You will be asked to tell us which authority you claim and you will be required to provide appropriate supporting documentation with your application.

Answers:

(b)(6)

10.1. Which Special Appointing Authority(ies) are you eligible for?

(b)(6)

11. Have you accepted a buyout from a Federal agency within the past 5 years?

Answers:

2. No

12. Are you a retiree receiving a Federal annuity, either military or civilian?

Answers:

1. Yes

(Note: If you are an annuitant, your salary or annuity may be reduced upon re-employment.)

13. If you are a male born after December 31, 1959, between the ages of 18 and 26, have you registered with the Selective Service System?

Answers:

1. Yes, I am registered for the Selective Service.

(Note: We will verify your registration at www.sss.gov. A false response may be grounds for not hiring you, or for firing you after you begin work.)

14. Does the U.S. Department of Energy, or any of its Power Marketing Administrations, employ any of your relatives? Note: For the purposes of this question, "relative" includes: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law,

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brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister

**Answers:**

2. No

**14.1.** You indicated that DOE employs a relative. Please list the full name of each relative, their relation to you, and the agency or office where they are employed.

**Answers:**

**15.** Are you eligible for non-competitive appointment based on prior qualifying service in the Peace Corps or AmeriCorps VISTA programs?

**Answers:**

2. No, this does not apply to me.

Please click [here](#) to read more about these eligibilities. You will be required to submit documentation which verifies your qualifying service in one of these organizations. You can submit the document under "Other Documents".

**16.** May we contact your current supervisor for a reference

**Answers:**

1. Yes

**Vacancy Questions and Responses**

What locations do you wish to apply to?

Grand Coulee, WA(US)

What Grades do you wish to apply to?

00

**Grade: 00**

**1.** From the descriptions below select the ONE response that best describes how your experience meets the ability to do the work of the position without more than normal supervision for the position of Power System Protection Control Craftsman Trainee, BB-2604. Failure to meet this requirement will result in a determination of Not Qualified.

**Answer (3.00 points):**

2. I have journeyman level ability and experience in the installation, maintenance and repair of Radio Telecommunication equipment such as microwave, UHF radio, VHF radio, and multiplex equipment; Optical Transport equipment such as: fiber optics, SONET, OTN, Frame Relay and ATM; and IP Networking equipment such as: routers, switches, Carrier Ethernet, and MPLS.

**2.** Applicants must possess at appointment, and maintain thereafter, a valid U.S. State issued Motor Vehicle Operator License (Driver's License) in order to drive and operate U.S. government owned and leased vehicles and equipment. If selected, you will be required to provide a copy of your non-employment driving abstract dated within the last 90 days, and covering the previous 36 months to prove you have good indication of driving.

**Answer (0.00 points):**

1. Yes, I possess a current, valid driver's license. I am willing and able to operate motor vehicles and equipment when required.

**INSTRUCTIONS:** For EACH task, choose the statement that BEST describes your experience and/or training. Please note that your answers will be verified against the information you provided in your resume.

**3.** Performed preventative maintenance on fiber optic systems (single-mode and multi-mode fiber) and fiber optic cable splicing/testing.

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**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**3.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

4. Performed modifications and repairs on analog and digital microwave radio, 1.8GHz and above

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**4.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

5. Performed modifications and repairs on digital transport equipment (SONET, ATM, OTN and Frame Relay).

**Answer (3.00 points):**

4. I have used my knowledge or ability, but I have been closely supervised.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**5.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):**

6. Performed configuration and repairs on Networking equipment (MPLS, Routers, Seitches).

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**6.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

7. Assist in measuring and determining locations of radio and audible noise and power line interference.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

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If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

7.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

8. Performed configuration , preventative maintenance, or repair on SCADA, remote monitoring, Power Line Carrier used for protection/control, telemetering, automation, or auxillary power systems.

**Answer (3.00 points):**

4. I have used my knowledge or ability, but I have been closely supervised.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

8.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):**

9. Ability to independently interpret highly technical information from a variety of sources such as manufacturer's specifications: schematic block diagrams, construction prints, compliance standards, and/or technical documents and make appropriate recommendations/decisions.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

9.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

10. Prepare reports and records by collecting test data, instrument readings, and/or other pertinent information and providing basic technical analysis.

**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

10.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

11. Ability to analyze measured data, according to technical guidelines, and follow proscribed action based upon the analysis.



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**Answer (4.00 points):**

5. I have used my knowledge or ability on my own, under normal supervision.

If you answered **I have used my knowledge or ability on my own, under normal supervision.** then answer the following questions.

**11.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

**12.** Replaced minor components, using visual inspection to detect trouble or failures.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**12.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

**13.** Provide status of assignments to supervisor and/or higher grade co-workers.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**13.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

**14.** Operate measuring instruments such as tape measures, calipers, levels and laser range finders.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

**14.1.** Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

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15. Operate portable power tools such as drills/drivers, band saws and chainsaws.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

15.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

16. Set-up and operate shop power saws and drill presses to accomplish fabrication, repairs and or modifications.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

16.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

17. Ability to use telecommunication hand tools such as 66-Block/110-Block punch-downs, wire-wrap tools and Ethernet connector crimpers.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

17.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

18. Set-up and operate various electronic equipment such as oscilloscopes, modulators, frequency specific voltage meters, and dynamic signal analyzers.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

18.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response

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will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

19. Use Volt, Ohm, Amp Meter or Digital Multimeter to test electronic equipment.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

19.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

20. Interpret information from manufacturer's specifications, schematics, block diagrams and technical orders to test the operation of circuits.

**Answer (4.00 points):**

5. I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.

If you answered **I am consulted by other journey persons in difficult situations, or I am called on to do unusually difficult jobs.** then answer the following questions.

20.1. Where in your resume can the information be found to support your answer to the question above (identify by job title and dates)? In order to receive credit, please be sure that your resume provides adequate details to support your answer or your response will be adjusted accordingly. (Maximum length of 250 characters):

**Answer (0.00 points):** 12/2019 - Present, Electrician Power Systems 01/2019 - 12/2019, Power Plant Electrician 05/2018 - 01/2019, High Voltage Electrician 07/2010 - 05/2018, Lead Electronics Technician 07/2002 - 07/2010, Electronics Technician

**All Grades**

1. I understand that the responses provided in this questionnaire must be fully supported in my online resume. I further understand that my resume must provide detailed descriptions and/or examples of my knowledge, skill, and abilities as required in the vacancy announcement and that my failure to do so, may result in my being rated "Ineligible" or "Not Qualified" for this position.

**Answer (0.00 points):**

1. Yes

2. All current federal employees must have at least a fully successful or equivalent performance rating, or higher, to be considered for placement. Federal employees who have a current unacceptable performance rating will be excluded from consideration.

**Answer (0.00 points):**

1. I am a current federal employee, my last performance rating was at least fully successful or equivalent, or higher.

3. If you are a current federal employee list any incentive awards you received in the last three years.

**Answer (0.00 points):** 09/2020, Cash award 11/2019, Received Spot Award for providing critical repairs to project HVAC systems. 09/2018, Received award for providing outstanding electrical services. 08/2018, Received award for outstanding achievement during Doble testing.

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4. If you are eligible for non-competitive appointment under a special appointing authority please select all that you wish to be considered under:

Answer (0.00 points):

(b)(6)

5. ES-00 Are you currently serving or have served in the last five (5) years in a Political Appointment in the Federal Government?

Answer (0.00 points):

2. No

6. Please tell us how you heard about this job.

Answer (0.00 points):

6. I searched the USAjobs website

If you answered I attended a career fair or recruitment event then answer the following questions.

6.1. Please explain

Answer (0.00 points):

If you answered I found it on a job board or search agent other than USAjobs then answer the following questions.

6.1. Please explain

Answer (0.00 points):

If you answered I found it through a professional or industry organization then answer the following questions.

6.1. Please explain

Answer (0.00 points):

If you answered I saw it on a school or university announcement then answer the following questions.

6.1. Please explain

Answer (0.00 points):

If you answered I saw it on social media then answer the following questions.

6.1. Please explain

Answer (0.00 points):

Resume

Michael Larson

(b)(6)

Mobile:

Email: (b)(6)

Country of Citizenship: United States

Veterans' Preference: (b)(6)

(b)(6)

Availability: Job Type: Permanent

Work Schedule: Full-Time

Work Experience: Bureau of Reclamation

12/2019 - Present

Grand Coulee Power Office

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**Name: MICHAEL LARSON**

Salary: \$49.28 USD Per Hour  
LPH Electrical Maintenance  
Hours per week: 40  
Series: 2810  
Pay Plan: BB  
Grade: 00  
Supervisor: Steven Ferris ((509) 633-9438)  
Okay to contact this Supervisor: Yes  
Grand Coulee, WA 92133 US

**Electrician Power Systems**

Primary duty is to perform corrective action maintenance on Left Power House power generation main turbines, and all associated electrical systems. Assigned to correct all Trouble Reports as they occur. And install, modify, repair, and perform diagnostic evaluation, troubleshooting and periodic and unscheduled maintenance on the full range of electrical and solid state analog electronic equipment common to hydroelectric power producing stations. Maintain, repair, and calibrate recording and indicating meters, automatic generation control, voltage control equipment, communication equipment, and relays. Read and understand complex electrical prints and schematics. Install modify, troubleshoot, and repair equipment and systems ancillary to the project such as power distribution systems; heating, ventilating, and air conditioning (HVAC) systems; lighting; security systems; dam safety instrumentation systems; and communications and telephone systems. Perform maintenance of power house, and auxiliary electrical and electronic equipment. Utilize tape measures, calipers, levels, laser infrared thermography, thermal imaging devices, drills/drivers, band saws and various other tools/shop power equipment to maintain electrical power generation equipment. Daily provide status of assignments to supervisor, foremen, operators, and other affected personnel as needed. During daily scheduled Preventative Maintenance, replace minor components, using visual inspection to detect trouble or failures and analyze measured data, according to technical guidelines, and follow proscribed action based upon the analysis.

U.S. Army Corps of Engineers  
01/2019 - 12/2019  
Chief Joseph Dam  
Salary: \$46.85 USD Per Hour  
Hwy. 17, Pearl Hill Rd  
Hours per week: 40  
Series: 2810  
Pay Plan: WB  
Grade: 00  
Supervisor: Jeremy Draggoo (509 686-3510)  
Okay to contact this Supervisor: Yes  
Bridgeport, WA 98813 US

**Power Plant Electrician**

Primary duties are to install, modify, repair, and perform diagnostic evaluation, troubleshooting and periodic and unscheduled maintenance on the full range of electrical and solid state analog electronic equipment common to hydroelectric power producing stations. Maintain, repair, and calibrate recording and indicating meters, automatic generation control, voltage control equipment, communication equipment, and relays. Received Spot Award for providing critical repairs to project HVAC systems. Utilize the Megger MPRT 8430, Pulsar Universal Test System to test and troubleshoot various power plant relays. Utilize SEL acSELeator Quickset SEL-5030 Software to prepare reports and records by collecting test data, instrument readings and pertinent information and provide basic technical analysis. Utilize SEL acSELeator QuickSet SEL-5030 Software to configure, commission, and manage devices for power system protection, control, metering, and monitoring. Utilize SysLink Model 441 Field Meter Calibrator to calibrate and test unit meters. Install new analog phone drop in warehouse and emergency phone on tail race. Read

**Bonneville Power Administration**  
**All Applicant Data Report**  
**Name: MICHAEL LARSON**

and understand complex electrical prints and schematics. Perform fiber-optic splicing, testing, and troubleshooting. Install modify, troubleshoot, and repair equipment and systems ancillary to the project such as power distribution systems; heating, ventilating, and air conditioning (HVAC) systems; lighting; security systems; dam safety instrumentation systems; and communications and telephone systems. Perform maintenance of power house, and auxiliary electrical and electronic equipment. Utilize tape measures, calipers, levels, laser infrared thermography, thermal imaging devices, drills/drivers, band saws and various other tools/shop power equipment to maintain electrical power generation equipment. Daily provide status of assignments to supervisor, worker in charge, Chief Operator, and other affected personnel as needed. During daily scheduled Preventative Maintenance, replace minor components, using visual inspection to detect trouble or failures and analyze measured data, according to technical guidelines, and follow proscribed action based upon the analysis.

U.S. Army Corps of Engineers

05/2018 - 01/2019

Lower Granite Lock and Dam

Salary: \$44.98 USD Per Hour

885 Alмота Ferry Road

Hours per week: 40

Series: 2810

Pay Plan: WB

Grade: 00

This a time-limited appointment or temporary promotion

Supervisor: Randy Wise (509-843-2243)

Okay to contact this Supervisor: Yes

Pomeroy, WA 99347 US

High Voltage Electrician

Primary duties are to install, modify, repair, and perform diagnostic evaluation, troubleshooting and periodic and unscheduled maintenance on the full range of electrical and solid state analog electronic equipment common to hydroelectric power producing stations. Utilize the Megger MIT 525 5kV Insulation tester to test insulation resistance on various power house equipment in accordance with periodic maintenance schedule. Received award for providing outstanding electrical services during the installation of a new construction heavy equipment storage and maintenance facility. Recently received an award for outstanding achievement during Doble testing. Provided critical support during Doble test by making connections to transformer, maintaining safe clearances, and placing and removing protective grounds. Taking the station out of service and placing back into service twice a day with zero errors. Maintain, repair, and calibrate recording and indicating meters, automatic generation control, voltage control equipment, communication equipment, and relays. Troubleshoot and repair industrial electronic equipment. Read and understand complex electrical prints and schematics. Perform fiber-optic splicing, testing, and troubleshooting. Install modify, troubleshoot, and repair equipment and systems ancillary to the project such as power distribution systems; heating, ventilating, and air conditioning (HVAC) systems; lighting; security systems; dam safety instrumentation systems; and communications and telephone systems. Qualified to take clearances as Primary Affected Individual (PAI) in accordance with the Hazardous Energy Control Program (HECP). Called upon to troubleshoot an industrial evaporator urgently needed to dewater a section of the dam. Using standard troubleshooting techniques, troubleshot the system and discovered all three fuses to the three phase pump were open. Further troubleshooting revealed a cut in the cable to the submersible pump allowing water to enter the pump creating an electrical short. Replaced the cable, fuses, tested the pump for proper operation and placed the system back into service. Perform maintenance of power house, locks, and fish facility electrical and electronic equipment.

General Dynamics

07/2010 - 05/2018

**Bonneville Power Administration**  
**All Applicant Data Report**  
**Name: MICHAEL LARSON**

NSWCCD Acoustic Research Detachment

Salary: (b)(6)

33964 N Main Ave

Hours per week: 50

Supervisor: (b)(6)

Okay to contact this Supervisor: Yes

Bayview, ID 83803 US

**Lead Electronics Technician**

Primary duties consist of supervising and performing troubleshooting, investigating problems, repair and maintenance of electronic equipment. Receive oral and written instructions from engineers to maintain, clean, adjust, repair, calibrate and retest electronic and electrical equipment. Operate, install, maintain, test, troubleshoot, repair and calibrate relays, meters, recorders, controllers, indicators, RF transmitters and receivers, oscillators, amplifiers, electronic relays, accelerometers, hydrophones, load cells, torsionmeters, and pressure sensors, onboard U.S. Navy Large Scale Vehicles. Plan and layout work based on customer testing requirements, wiring diagrams, schematics and technical orders. Operate, and perform routine preventative maintenance on electronics and electronic control systems including disassembly, inspection, repair, assembly, installation and calibration. Use for trouble shooting and general maintenance on a daily basis to determine operating conditions and malfunctions, malfunctioning circuits and components; National Instruments advanced analog to digital data logging and timing devices on a PXie chassis, Stanford Research SR785 2 Channel Spectrum Analyzer, Tektronix TDS 3054B 4 Channel Digital Phosphor Oscilloscope, Fluke 87 True RMS Multimeter, Kronhite filter, Agilent 33120A 15MHz Function Arbitrary Waveform Generator, Agilent 5230A 350MHz Universal Frequency Counter, Fluke 434 Power Quality Analyzer, Agilent CSA Spectrum Analyzer, Schleuniger CoaxStrip 5300, OTDR machines, fiber fusion machines, micro-miniature repair station, Weller and PACE soldering/de-soldering stations, analog, digital, copper/fiber optic data line test equipment, and associated miniaturized hand/power tools. Frequently called upon to investigate and mitigate noise sources which interfere with signal quality. Operate and maintain BreezeNet, a secure microwave data transmission system. Well versed in electronic theory. Apply theory in practice often, designing and prototyping circuits for research and development at the Acoustic Research Detachment. Recently designed and built a prototype system to power, filter and drive a Constant Voltage Line Driver, providing a differential output used in testing other circuits. Awarded the Bronze Award for ingenuity in designing, prototyping, and placing into service an electronic troubleshooting device designed to save time and effort. Maintain and configure water pressure sensors to monitor critical model depth indications. Install, monitor and maintain water pressure transmitters to indicate differential pressures over various control surfaces. Maintain and operate water level indicators and pressure transmitters used for ballasting. Maintain and operate real time digital electronic control system to ensure proper operation of U.S. Navy Large Scale Vehicles power plant and critical parameters during submerged operations. Maintain a supervisory control and data acquisition system that monitors model motor drive health, status, and output of rpm, torque, shaft angle, vibration, phase amps and voltage. Use a proprietary Windows based utility and Sequential Event Recorders to troubleshoot malfunctioning equipment, to monitor and verify operation and diagnose malfunctions of complex analog and digital electronic equipment. Maintain and repair single mode and multi-mode fiber optic networks utilizing power meters, optical time domain reflectometer, fiber fusion machine, and fiber optic work station. Use direct current theory to verify, calibrate, and troubleshoot numerous direct current systems including standard 28VDC regulated power supplies, and a battery monitoring system used to monitor of four 475VDC battery banks. Utilize test equipment to verify, calibrate, and troubleshoot alternating current systems. As the base calibration technician, frequently calibrate systems utilizing AC signals in both constant current and constant voltage configurations. Frequently use analog and digital theory to verify and troubleshoot communication, computer and control systems. Recently installed two time and frequency distribution units, set the primary timing source to utilize GPS and secondary backup when submerged to use Network Timing Protocol.

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**All Applicant Data Report**  
**Name: MICHAEL LARSON**

Configured the units on the network switches to communicate via windows based IP addressing. Connect to digital systems using Crash Cart, and Navy proprietary software via lap top computer to retrieve event history and monitor data in real time. Frequently attend design review meetings as the Lead Technician to provide engineers with design or installation recommendations. Was instrumental in recommending installation plans for a major reconfigure of an entire digital electronic recording/monitoring system. Expert in encapsulation/waterproofing of electrical and electronic components to depths in excess of 300ft.

BAE Systems  
07/2002 - 07/2010  
NSWCCD Acoustic Research Detachment  
Salary: (b)(6)  
33964 N Main Ave  
Hours per week: 50  
Supervisor: (b)(6)  
Okay to contact this Supervisor: Yes  
Bayview, ID 83803 US

**Electronics Technician**

Primary duties consist of troubleshooting, repair and maintenance of electronic and electrical equipment. Receive oral and written instructions from engineers to maintain, clean, adjust, repair, calibrate and retest electronic and electrical equipment. Analyze technical problems during research and development. Operate, install, maintain, test, troubleshoot, repair and calibrate relays, meters, recorders, controllers, indicators, RF transmitters and receivers, oscillators, amplifiers, electronic relays, accelerometers, hydrophones, load cells, torsion-meters, and pressure sensors, on-board U.S. Navy Large Scale Vehicles. Plan and layout work based on customer testing requirements, wiring diagrams, schematics and technical orders. Possess knowledge of electronic theory and circuits and basic logic circuits. Have knowledge of related electrical, mechanical, optical, pneumatic and hydraulic systems. Maintain an optical shaft angle measurement system for indicating and recording shaft angle and counting shaft rpm. Maintain the electronic motion control system of mechanical motor drive systems, and hydraulic systems used to move vehicle control surfaces. Maintain, troubleshoot and operate numerous timing and frequency distribution systems. Maintain, and operate an OPTO-22 logic circuit to monitor and record numerous attitude, heading, and depth sensors. Often assigned to troubleshoot electronic problems on large projects. Recently, applying standard test procedures and troubleshooting skills, I fault isolated and repaired an intermittent fault due to a cold solder joint on a surface mount comparator integrated circuit. Have been instrumental in several electronic systems upgrades and initial installation requiring the ability to test, calibrate, troubleshoot, overhaul, repair, and install complete electronic systems using a variety technical data, schematics, diagrams, and technical orders relating to the electronic trade. Able to apply a thorough knowledge of OPTO-22 logic circuits used in monitoring and recording various onboard environmental data. Maintain and operate a complex electronic sub-system which utilizes waveform generators, control circuits, timing signals and an Instruments Inc. L2 amplifier for electronic amplification. Maintain complex control surface actuators consisting of electrical, hydraulic, and mechanical systems. Ensure repairs are completed in an efficient manner with no rework required. Monitor the impact of repairs and the affects adjustments will have on related electronics, and systems. Perform post-maintenance quality assurance inspections and testing to ensure completed equipment is aligned and functioning properly to specification. Interpret engineering drawings that combine electrical and electronic schematics, drawings, logic diagrams, manufacturer technical manuals to troubleshoot, adjust, calibrate and repair electronic components. As the base calibration technician, calibrated and supervised the calibration of well over 10,000 electronic components, systems and sub-systems. Ensure electronic devices are accurately tuned, aligned, and calibrated according to manufacturer's technical specifications. On a daily basis, plan, prioritize, and organize with other trade crafts, work sequence based on current priority



**Bonneville Power Administration**  
**All Applicant Data Report**  
**Name: MICHAEL LARSON**

and current test plan. Determine, through comprehensive troubleshooting, which equipment meets requirements for serviceability. Utilize trouble reports to determine problem areas. Troubleshoot and diagnose problem areas utilizing standard troubleshooting procedures, diagnostic tools and equipment, to pinpoint and isolate system malfunctions. Connect to digital systems using Crash Cart, and Navy proprietary software via lap top computer to retrieve event history and monitor data in real time. Familiar with applying information security and information assurance policies while delivering system administration services. This practice is normally handled by Navy IT professionals at current work place. Frequently attend design review meetings to provide engineers with design or installation recommendations. Was instrumental in recommending installation plans for a major reconfigure of an entire electronic recording/monitoring system. Utilize proprietary software to track workload, and support decisions involving continuously changing research and development projects. Attend planning meetings to give time estimates and critical path maintenance required to complete modifications to equipment to ensure efficiency and decisions concerning the operation of equipment to meet project requirements. Construct strategies utilizing OPTO-22 logic control programs to operate various digital and analog sensing and recording systems to meet operational requirements. Currently utilize and supervise the maintenance of an OPTO-22 logic system to display and record digital and analog signals.

Tactical Support Center NAF Misawa  
01/2000 - 07/2002  
Armed Forces Pacific  
Salary: \$3,800.00 USD Per Month  
Misawa, 02 JA  
Hours per week: 60  
Supervisor: LT Scott Rivera (011 - 81 - 176 - 77 - 1110)  
Okay to contact this Supervisor: Yes

**Maintenance Department Manager**

Primary Duties: Department Manager, responsible for the daily maintenance activities of over 20 personnel. Related Skills: As Maintenance Officer, responsible for a 50,000 square foot facility (Tactical Support Center) equipped with highly sophisticated complex command and control system. Ensure critical communication and networking systems are maintained to provide command and control to Naval Aircraft Supervised troubleshooting, maintaining and repairing electronic equipment, common IT systems, networking interfaces and server based systems. Supervised troubleshooting, maintaining, operation and repairing VHF, UHF, and HF radio systems and associated cryptologic equipment, including SATCOM, and secure digital and analog phone systems. Ensure electrical equipment and facilities meets U.S. Navy standards and National Electrical Code for user safety, through detailed inspection and following standard operating procedures. On a daily basis perform or supervise preventative maintenance on electronic equipment following manufacturers' and U.S. Navy procedures and recommendations. Supervised the complete installation of an Intruder Detection System which incorporated internal and external physical access control utilizing identification card plus PIN and fingerprint technology. Also incorporated numerous cctv cameras both internal and external to the facility to include a central monitoring station, real-time access to entry and exit logs, and video recording.

Education: Central Texas College  
Killeen, TX US  
Some College Coursework Completed - 01/2001  
64 Semester Hours  
Major: General Studies

Relevant Coursework, Licensures and Certifications:  
Completed Washington RCW-WAC 2019 ed. Completed SEL 300G and 387 relay Theory, Testing, Maintenance and Commissioning Class Completed General Electric Exciter Maintenance and Troubleshooting Class Completed SEL University Introduction to SEL Relays Completed SEL

**Bonneville Power Administration**  
**All Applicant Data Report**  
**Name: MICHAEL LARSON**

University Retrieving SEL Relays Event Reports Completed SEL University Introduction to SEL 751/A Relays Certified Occupational Safety and Health Professional Certified Environmental Specialist Certified IPC Specialist Serial # J001-S 75672. With additional modules completed; 2. Wire and Terminals, 3. Through Hole Technology, 4. Surface Mount Technology, 5. Inspection. Certified Fiber Optic Repair Technician Qualified Calibration Technician Qualified Quality Assurance Technician Certified Surface Mount Repair Technician Certified OPTO-22 Technician Qualified Scissor and Aerial Lift Operator Qualified Small Boat Operator Qualified Crane Operator Certified in Confined Space Entry Qualified Hazardous Energy Control Program Current First Aid, AED and CPR Certified in Fall Protection

U.S. Navy Electronics Schools  
Millington, TN US  
Technical or Occupational Certificate  
Relevant Coursework, Licensures and Certifications:  
Basic Electricity and Electronics.

U.S. Navy Electronics School  
Mountain View, CA US  
Technical or Occupational Certificate  
Relevant Coursework, Licensures and Certifications:  
Advanced Aviation Electronics Maintenance, Troubleshooting, and Operation.

U.S. Navy Electronics School  
Naval Base, Norfolk, VA US  
Technical or Occupational Certificate  
Relevant Coursework, Licensures and Certifications:  
Advanced Operations Center Electronics Maintenance, Troubleshooting, and Operation.

U.S. Navy Electronics School  
Virginia Beach, VA US  
Technical or Occupational Certificate  
Relevant Coursework, Licensures and Certifications:  
Advanced Operations Center Electronics Maintenance, Troubleshooting and Operation.

U.S. Navy Electronics School  
San Diego, CA US  
Technical or Occupational Certificate  
Relevant Coursework, Licensures and Certifications:  
Advanced Aviation Electronics Maintenance, Troubleshooting, and Operation.

Shelton High School  
Shelton, WA US  
High School or equivalent


References: (b)(6)

(b)(6)

Bonneville Power Administration  
All Applicant Data Report  
Name: MICHAEL LARSON

Reference Type: Personal

(b)(6)



Reference Type: Professional

Bonneville Power Administration  
All Applicant Data Report  
Name: MICHAEL LARSON

Application Tags

Grade: 00

N/A

Application Notes

N/A

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Transcript

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Transcript was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** DD214 (Applicant)

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document DD214 (Applicant) was not submitted



**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Most Recent SF-50

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Most Recent SF-50 was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** SF-50.

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile** - (b)(6)

**Email:** (b)(6)

**December 15, 2023**

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>LARSON, MICHAEL JAMES</b>		2. Social Security Number <b>(b)(6)</b>	3. Date of Birth	4. Effective Date <b>07/05/2020</b>								
<b>FIRST ACTION</b>		<b>SECOND ACTION</b>										
5-A. Code <b>890</b>	5-B. Nature of Action <b>MISC PAY ADJ</b>	6-A. Code	6-B. Nature of Action									
5-C. Code <b>ZLM</b>	5-D. Legal Authority <b>SUP LB-MGT AGR#2 DTD 07/14/20</b>	6-C. Code	6-D. Legal Authority									
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority									
7. FROM: Position Title and Number <b>ELECTRICIAN (PS) (M)</b>  <b>1G35300 G353003</b>		15. TO: Position Title and Number <b>ELECTRICIAN (PS) (M)</b>  <b>1G35300 G353003</b>										
8. Pay Plan <b>BB</b>	9. Occ. Code <b>2810</b>	10. Grade or Level <b>00</b>	11. Step or Rate <b>00</b>	12. Total Salary <b>\$47.32</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>BB</b>	17. Occ. Code <b>2810</b>	18. Grade or Level <b>00</b>	19. Step or Rate <b>00</b>	20. Total Salary/Award <b>\$49.28</b>	21. Pay Basis <b>PH</b>	
12A. Basic Pay <b>\$47.32</b>	12B. Locality Adj. <b>\$0.00</b>	12C. Adj. Basic Pay <b>\$47.32</b>	12D. Other Pay <b>\$0.00</b>		20A. Basic Pay <b>\$49.28</b>	20B. Locality Adj. <b>\$0.00</b>	20C. Adj. Basic Pay <b>\$49.28</b>	20D. Other Pay <b>\$0.00</b>				
14. Name and Location of Position's Organization <b>IN07 GRAND COULEE POWER OFFICE OPERATIONS, MAINTENANCE AND SAFETY OPERATIONS &amp; MAINTENANCE RPH/LPH LPH ELECTRICAL MAINTENANCE GRAND COULEE, WASHINGTON</b>					22. Name and Location of Position's Organization <b>IN07 GRAND COULEE POWER OFFICE OPERATIONS, MAINTENANCE AND SAFETY OPERATIONS &amp; MAINTENANCE RPH/LPH LPH ELECTRICAL MAINTENANCE GRAND COULEE, WASHINGTON</b>							
<b>EMPLOYEE DATA</b>												
23. Veterans Preference <b>(b)(6)</b> 1 - None    3 - 10-Point Disability    5 - 10-Point/Other 2 - 5-Point    4 - 10-Point/Compensable    6 - 10-Point/Compensable/30%						24. Tenure <b>2</b> 0 - None    1 - Conditional 1 - Permanent    3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>	
27. FEGLI <b>C0 BASIC ONLY</b>						28. Annuitant Indicator <b>3 RET UNIF SVC ENLISTED</b>			29. Pay Rate Determinant <b>0</b>			
30. Retirement Plan <b>KF FERS-FRAE &amp; FICA</b>				31. Service Comp. Date (Leave) <b>01/16/2018</b>		32. Work Schedule <b>F FULL-TIME</b>			33. Part-Time Hours Per Biweekly Pay Period			
<b>POSITION DATA</b>												
34. Position Occupied <b>1</b> 1 - Competitive Service    3 - SES General 2 - Excepted Service    4 - SES Career Reserved				35. FLSA Category <b>N</b> E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status <b>2466</b>			
38. Duty Station Code <b>53-0830-025</b>				39. Duty Station (City - County - State or Overseas Location) <b>GRAND COULEE, GRANT, WASHINGTON</b>								
40. Agency Data <b>FUNC CLS 00</b>		41. <b>(b)(6)</b>		42. <b>EDUC LVL 04</b>		43. <b>SUPV STAT 8</b>		44. <b>POSITION SENSITIVITY NONSENSITIVE/LOW RI</b>				
45. Remarks												
46. Employing Department or Agency <b>IN - BUREAU OF RECLAMATION</b>						50. Signature/Authentication and Title of Approving Official <b>201427335 / ELECTRONICALLY SIGNED BY:</b>						
47. Agency Code <b>IN07</b>		48. Personnel Office ID <b>1147</b>		49. Approval Date <b>07/03/2020</b>		HELEN A. DORSEY HUMAN RESOURCES SPECIALIST						

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Additional Veteran Documents (Spouse PCS orders, Scheduled Discharge, etc.)

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile** - (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Additional Veteran Documents (Spouse PCS orders,  
Scheduled Discharge, etc.) was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** VA Letter (Applicant)

**Name:** LARSON, MICHAEL

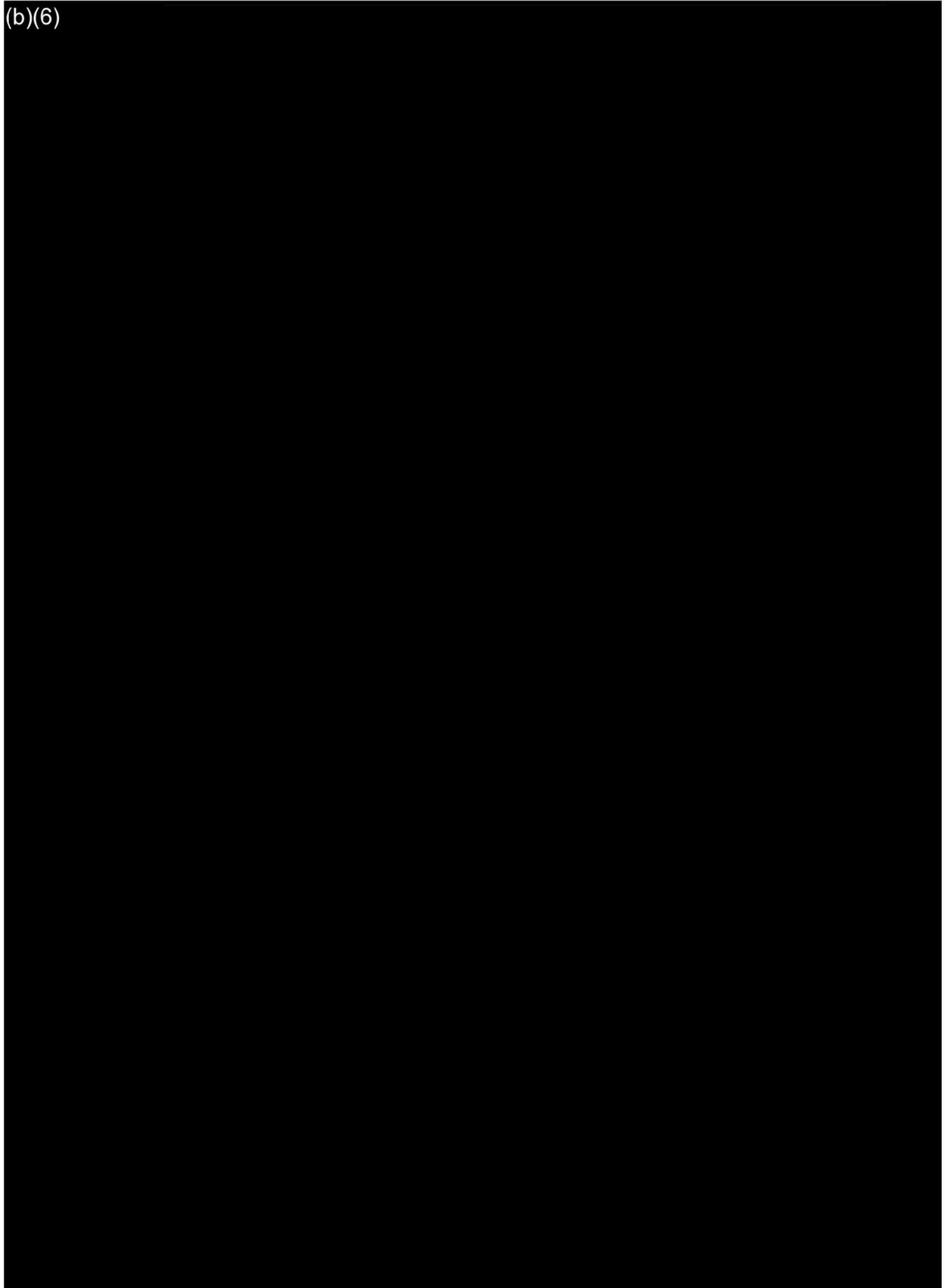
**AIDX:** (b)(6)

**Telephone 1: Mobile:** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

(b)(6)





**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Last Two (2) Performance Appraisals

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile** - (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Last Two (2) Performance Appraisals was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Additional Veteran Documents

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile** - (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Additional Veteran Documents was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** SF50 (Applicant)

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document SF50 (Applicant) was not submitted

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** SF15 (Applicant)

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document SF15 (Applicant) was not submitted



**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** (b)(6)

**Name:** LARSON, MICHAEL

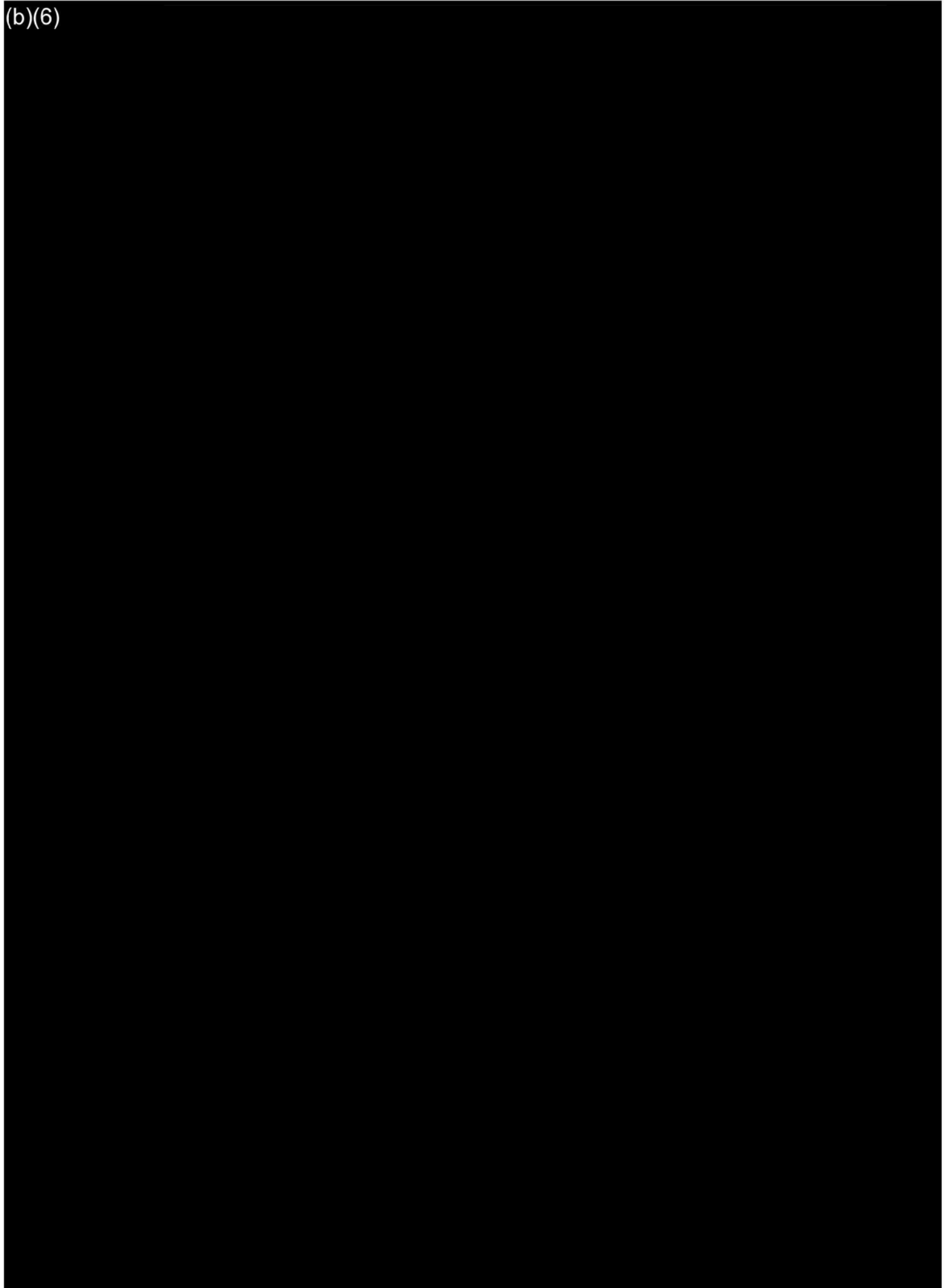
**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

(b)(6)



**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** OF 306.

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document OF 306. was not submitted

**Announcement Number: DOE-BPA-21-14217-MP**

**Document Name: (b)(6)**

**Name: LARSON, MICHAEL**

**AIDX: (b)(6)**

**Telephone 1: Mobile - (b)(6)**

**Email: (b)(6)**

**December 15, 2023**

Document (b)(6)

(b)(6)

**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Armed Forces Ltr.

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Armed Forces Ltr. was not submitted



**Announcement Number:** DOE-BPA-21-14217-MP

**Document Name:** Other Documentation (applicant)

**Name:** LARSON, MICHAEL

**AIDX:** (b)(6)

**Telephone 1: Mobile -** (b)(6)

**Email:** (b)(6)

**December 15, 2023**

Document Other Documentation (applicant) was not submitted

## NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) <b>Larson, Michael G</b>		2. Social Security Number <b>(b)(6)</b>		3. Date of Birth		4. Effective Date <b>01-14-2024</b>					
<b>FIRST ACTION</b>				<b>SECOND ACTION</b>							
5-A. Code <b>894</b>		5-B. Nature of Action <b>Gen Adj</b>		6-A. Code		6-B. Nature of Action					
5-C. Code <b>QWM</b>		5-D. Legal Authority <b>Reg 531.207</b>		6-C. Code		6-D. Legal Authority					
5-E. Code <b>ZLM</b>		5-F. Legal Authority <b>E.O. 14113 dtd 12/21/2023</b>		6-E. Code		6-F. Legal Authority					
7. FROM: Position Title and Number <b>Financial Business Analyst PD: J06862      Position: 00002799</b>				15. TO: Position Title and Number <b>Financial Business Analyst PD: J06862      Position: 00002799</b>							
8. Pay Plan <b>GS</b>	9. Occ. CD <b>0501</b>	10. Grade/Level <b>12</b>	11. Step/Rate <b>05</b>	12. Total Salary <b>\$100,708.00</b>	13. Pay Basis <b>PA</b>	16. Pay Plan <b>GS</b>	17. Occ. CD <b>0501</b>	18. Grade/Level <b>12</b>	19. Step/Rate <b>05</b>	20. Total Salary/Award <b>\$106,013.00</b>	21. Pay Basis <b>PA</b>
12A. Basic Pay <b>\$80,579.00</b>		12B. Locality Adj. <b>\$20,129.00</b>		12C. Adj. Basic Pay <b>\$100,708.00</b>		20A. Basic Pay <b>\$84,365.00</b>		20B. Locality Adj. <b>\$21,648.00</b>		20C. Adj. Basic Pay <b>\$106,013.00</b>	
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Finance Fin Systems &amp; Automation  DN00820FC Vancouver WA USA</b>				22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Finance Fin Systems &amp; Automation  DN00820FC Vancouver WA USA</b>							
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b>				24. Tenure <b>I</b>		25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>			
27. FEGLI <b>C0      Basic Only</b>				28. Annuitant Indicator <b>9      Not Applicable</b>		29. Pay Rate Determinant <b>0</b>		33. Part-Time Hours Per Biweekly Pay Period			
30. Retirement Plan <b>K      FERS and FICA</b>		31. Service Comp. Date (Leave) <b>03-18-2004</b>		32. Work Schedule <b>F      Full Time</b>		33. Part-Time Hours Per Biweekly Pay Period		37. Bargaining Unit Status <b>1497</b>			
<b>POSITION DATA</b>											
34. Position Occupied <b>1      1-Competitive Service 3-SES General 2-Excepted Service      4-SES Career Reserved</b>			35. FLSA Category <b>E      E-Exempt N-Nonexempt</b>		36. Appropriation Code <b>RR-CF02</b>		37. Bargaining Unit Status <b>1497</b>				
38. Duty Station Code <b>532370011</b>			39. Duty Station (City-County-State or Overseas Location) <b>Vancouver Clark WA USA</b>								
40. Agency Data		41. EMPL ID <b>(b)(6)</b>		42.		43.		44. PAR Number:			
45. Remarks - Salary Includes A General Increase Percentage And A Locality Payment (Or Other Geographic Adj.) Applicable In This Area.											
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>					50. Signature/Authentication and Title of Approving Official						
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>01-14-2024</b>		Electronically Signed by: <b>Liza A. Rosa Director, Human Resources Service Center</b>					

# NOTICE TO EMPLOYEE

This is your copy of the official notice of a personnel action. Keep it with your records because it could be used to make employment, pay, and qualifications decisions about you in the future.

## The Action

- Blocks 5-B and 6-B describe the personnel action(s) that occurred.
- Blocks 15-22 show the position and organization to which you are assigned.

## Pay

- When the personnel action is an award or bonus, block 20 shows the amount of that one-time cash payment. When the action is not an award or bonus, block 12 shows your former total annual salary, and block 20 shows your new total annual salary (block 20C plus 20D). The amounts in blocks 12 and 20 do not include any one-time cash payments (such as performance awards and recruitment or relocation bonuses) or payments that may vary from one pay period to the next (such as overtime pay), or other forms of premium pay.
- Block 20A is the scheduled amount for your grade and step, including any special salary rate you receive. It does not include any locality-based pay. This rate of pay serves as the basis for determining your rate of pay upon promotion, change to a lower grade, or reassignment, and is used for pay retention purposes.
- Block 20B is the annual dollar amount of your interim Geographic Adjustment or, beginning in 1994, your locality-based comparability payment.
- Block 20C is your Adjusted Basic Pay, the total of blocks 20A and 20B. It serves as the basis for computing your retirement benefits, life insurance, premium pay, and severance pay.
- Block 20D is the total dollar amount of any Retention Allowances, Supervisory Differentials, and Staffing Differentials that are listed in the remarks block. These payments are made in the same manner as basic pay, but are not a part of basic pay for any purposes.

## Block 24 - Tenure

- Identifies the nature of your appointment and is used to determine your rights during a reduction in force (RIF). Tenure groups are explained in more detail in subchapter 2 6 of FPM Supplement 296-33 and RIF is explained in FPM Supplement 351- 1; both should be available for review in your personnel office.

## Block 26 - Veterans Preference for RIF

- Indicates whether you have preference for reduction-in-force purposes.

## Block 30 - Retirement Plan

- **FICA** - Social Security System
- **CS** - Civil Service Retirement System
- **CS-Spec** - Civil Service Retirement for law enforcement and firefighter personnel
- **FS** - Foreign Service Retirement and Disability System
- **FERS** - Federal Employees' Retirement System
- **FERS-Reserve Tech** - Federal Employees' Retirement System for National Guard Reserve Technicians
- **FERS-ATC** - Federal Employees' Retirement System for Air Traffic Controllers
- **FERS-Spec** - Federal Employees' Retirement System for law and firefighter personnel
- **FSPS** - Foreign Service Pension System

## Block 31 - Service Computation Date (Leave)

- Shows when your Federal service began unless you have prior creditable service. If so, this date is constructed to include your total years, months and days of prior creditable civilian and military service.
- Full-time employees with fewer than 3 years of service earn 4 hours of annual leave each pay period; those with 3 or more years but less than 15 years earn 6 hours each pay period; and those with 15 or more years earn 8 hours each pay period.
- Your earnings and leave statement or your time and attendance card will show the rate at which you earn leave and your current unused leave balance.

## Block 32 - Work Schedule

- Your work schedule is established by your supervisor.
- A full-time employee works on a prearranged scheduled tour of duty that is usually 40 hours per week. A part-time employee has a prearranged scheduled tour of duty that is usually between 16 and 32 hours per week.
- An intermittent employee has no scheduled tour of duty and works when needed.
- Full-time and part-time employees whose appointments are for 90 days or more are usually eligible to earn annual leave; intermittent employees are not.
- Seasonal employees work on an annually recurring basis for periods of less than 12 months each year; they may have a full-time, a part-time, or an intermittent schedule during their work season.
- On-call employees work during periods of heavy workload and are in pay status for at least 6 months of each year; they may have either a full-time or a part-time schedule when they are in pay status.

## Block 33 - Part-time Hours Per Biweekly Pay Period

- Indicates the number of hours a part-time employee is scheduled to work during a two week pay period.

## Block 34 - Position Organization

- Identifies the employment system under which you are serving -- the Competitive Service, the Excepted Service, or the Senior Executive Service (SES).
- The employment system determines your eligibility to move to other jobs in the Federal service, your rights in disciplinary and adverse actions, and your eligibility for reemployment if you leave Federal service.

## Block 35 - FLSA Category

- Exempt employees are not covered by the minimum wages and overtime law (the Fair Labor Standards Act); nonexempt employees are covered.

## Block 37 - Bargaining Unit Status

- Identifies a bargaining unit to which you belong, whether or not you are actually a member of a labor organization. Code "7777" indicates you are eligible but not in a bargaining unit; code "8888" indicates you are ineligible for inclusion in a bargaining unit.

## Blocks 38 and 39 - Duty Station

- Identifies the city, county, and state or the overseas location, where you actually work.

## OTHER INFORMATION

- If your appointment entitles you to elect health benefits or life insurance, and you have not been provided materials explaining the programs available and the enrollment forms, contact your personnel specialist.
- Your personnel specialist will also tell you if your position is covered by an agreement between an employee organization (union) and your agency. If you are eligible to and elect to join an employee organization, you can elect to have your dues withheld from your salary.
- If you have questions or need information about your rights or benefits, ask your supervisor or your personnel office.
- Definitions for any coded data in Blocks 1-24, 27-39 and 45-50 may be found in Federal Personnel Manual Supplement 291- 1.

It is your responsibility to read all the information on the front of this notice and tell your personnel office immediately if there is an error in it.

# Morgan Wirt

(b)(6)

## Employment History

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### **Bonneville Power Administration: June 19<sup>th</sup>, 2011 – Present**

#### -Substation Operator in the Snohomish District

Tasks include: Comprehend and followed all Safety rules and Work Standards, performed high voltage switching, trouble shooting, and understanding switchboard indication, assisted in apprentice training, and complete inspections of substation equipment. Performed miscellaneous duties related to the maintenance of the power system without more than normal supervision. Typically work with multiple crafts and customers to coordinate construction, and during trouble situations have an understanding of line relay protection to communicate information to Control Centers and Craftsman. On daily basis, made arrangement for equipment outages with Operations and customer utilities for maintenance and emergency related outages. Maintained Station Instructions and blueprints utilizing technical documentation. Kept Substation in good safe working order and cleanliness.

#### -Completed the 3 and a half year Apprenticeship Program

Tasks include: Developed familiarity with and aptitude in all aspects of the Substation Operator craft including, but not limited to: safety practices of the BPA Accident Prevention Manual, electrical theory along with electronics, transmission line protection, substation control systems, inspections on all high and low voltage equipment in substations and kept detail records. Also accustomed with making arrangements for equipment outages with multiple crafts and customer utilities. As well as operated energized high and low voltage electrical power transmission system substations while following strict procedures and safety requirements with high voltage switching, equipment troubleshooting and working with various other crafts. During the apprenticeship became familiar with multiple other crafts, their roles, responsibilities and work procedures along with their Legacy and new technology. Maintained a valid First Aid card and CPR card.

#### -2 separate details as a Chief Operator III.

## Education

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**Bonneville Power Administration Apprenticeship: June 19<sup>th</sup>, 2011 – September 23<sup>rd</sup>, 2014**

- Began the apprenticeship at Chemawa June 2011 – June 2012
- Transferred to Keeler June 2012 – July 2014
- Placed in Snohomish July 2014

**Spokane Community College: January 2nd, 2009 – December 10<sup>th</sup>, 2011**

- AAS in Electrical Maintenance and Operation. Finish in June 2011
- On the Job Training from June 2011 – December 2011 at BPA

## **Additional Training and Experience**

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### **Emerging Leaders**

- Nominated and selected into this BPA program focused on training individuals in the skills needed to be a leader.

### **Coaching via USA Football**

- Training modules teaching how to lead others. A focus on the challenges and techniques of leading and inspiring.
- Have coached teams of varying age groups and multiple sports.

### **Fiber**

- Pulling, stripping, and splicing fiber cables.
- Testing Fiber using an OTDR.
- Testing and Maintaining ONS nodes associated with a SONET Ring.

### **Networking**

- Installation and maintenance of Routers and Switches.
- Creating and replacing CAT 5 and CAT 6 Ethernet cables.

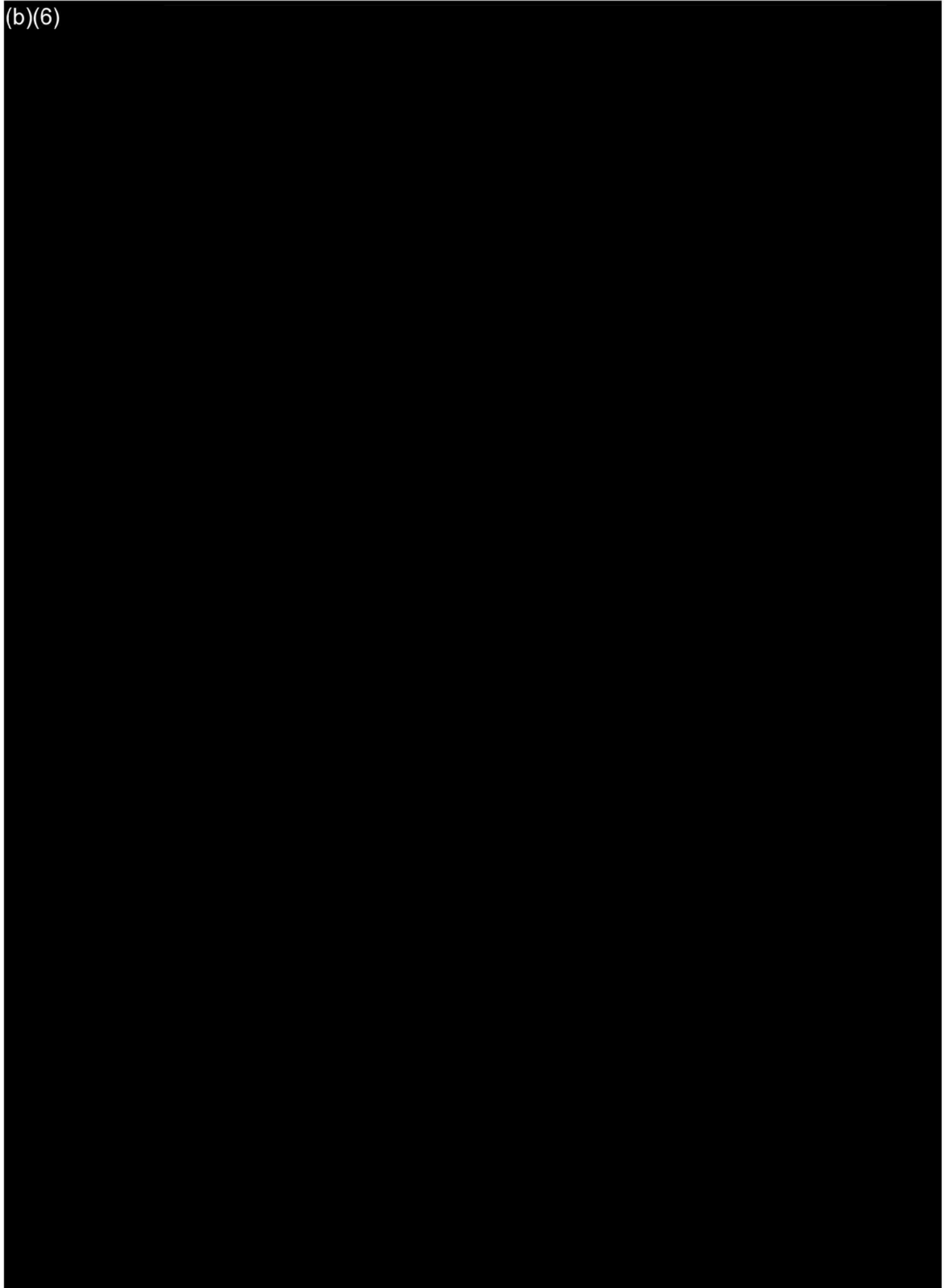
### **Radio Telecommunications**

- Trouble shooting Microwave paths when loss of communication comes up on line relays.
- Installation and Maintenance of Multiplex equipment such as JungleMUX

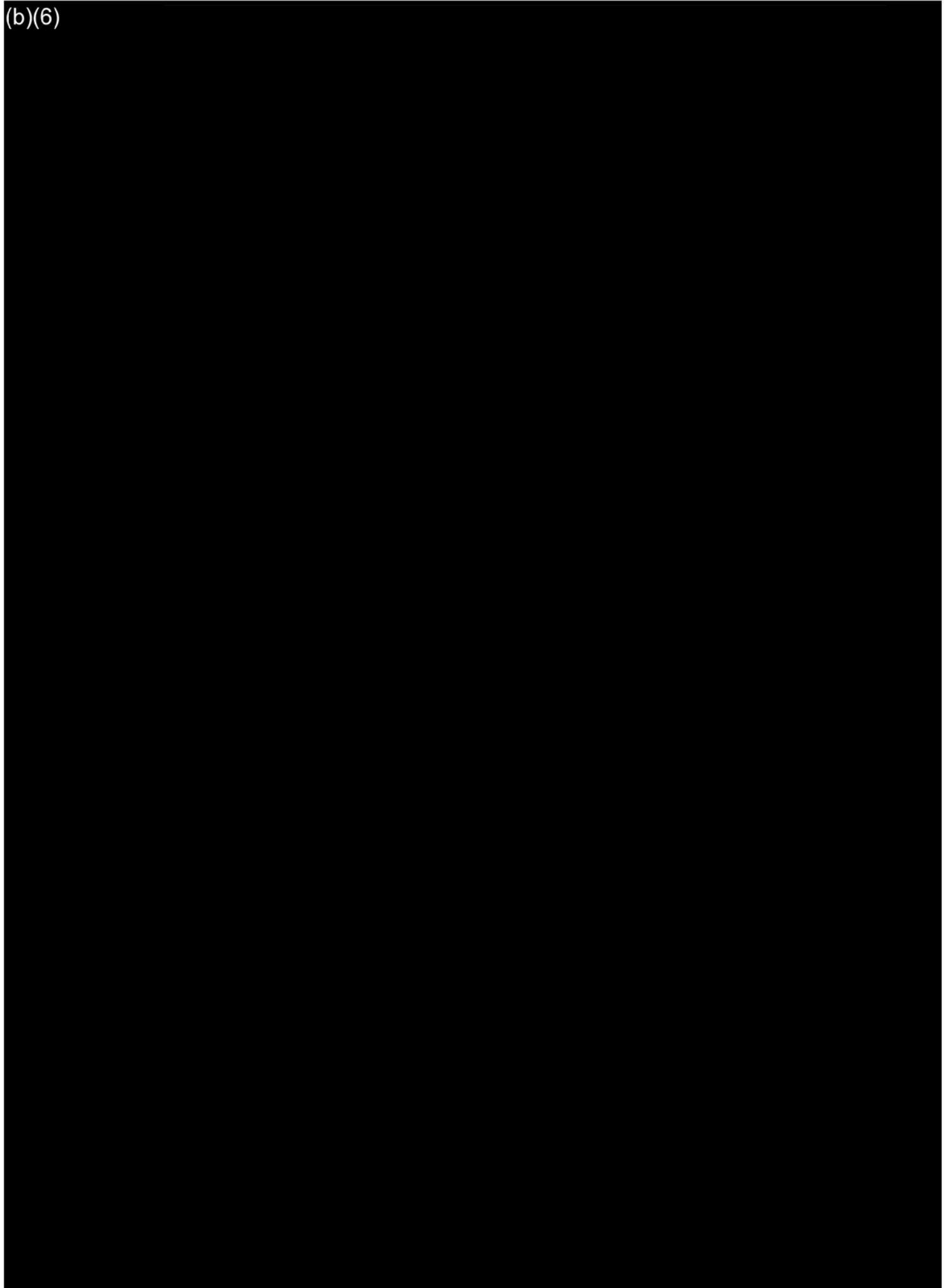
**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>WIRT, MORGAN E</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth <b>[REDACTED]</b>		4. Effective Date <b>03/12/2023</b>			
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>						
5-A. Code <b>894</b>		5-B. Nature of Action <b>GEN ADJ</b>			6-A. Code		6-B. Nature of Action				
5-C. Code <b>ZLM</b>		5-D. Legal Authority <b>SECTION 10(B) BONNEVILLE PROJECT ACT.</b>			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number <b>SUBSTATION OPERATOR J00200 00000116</b>					15. TO: Position Title and Number <b>SUBSTATION OPERATOR J00200 00000116</b>						
8. Pay Plan <b>BB</b>	9. Occ. Code <b>5407</b>	10. Grade or Level <b>00</b>	11. Step or Rate <b>00</b>	12. Total Salary <b>\$57.77</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>BB</b>	17. Occ. Code <b>5407</b>	18. Grade or Level <b>00</b>	19. Step or Rate <b>00</b>	20. Total Salary/Award <b>\$59.63</b>	21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$57.77</b>		12B. Locality Adj. <b>\$0</b>		12C. Adj. Basic Pay <b>\$57.77</b>		12D. Other Pay <b>\$0</b>		20A. Basic Pay <b>\$59.63</b>		20B. Locality Adj. <b>\$0</b>	
								20C. Adj. Basic Pay <b>\$59.63</b>		20D. Other Pay <b>\$0</b>	
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES SNOHOMISH DISTRICT SUBSTATION OPS SNOHOMISH  DN00820TFNB SNOHOMISH WA USA</b>					22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA TRANSMISSION SERVICES SNOHOMISH DISTRICT SUBSTATION OPS SNOHOMISH  DN00820TFNB SNOHOMISH WA USA</b>						
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b>				24. Tenure <b>1</b>				25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>	
1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%				0 - None 1 - Permanent 2 - Conditional 3 - Indefinite							
27. FEGLI <b>B0 WAIVED</b>				28. Annuitant Indicator <b>9 NOT APPLICABLE</b>				29. Pay Rate Determinant <b>0 REGULAR RATE</b>			
30. Retirement Plan <b>K FERS AND FICA</b>				31. Service Comp. Date (Leave) <b>06/19/2011</b>		32. Work Schedule <b>F FULL TIME</b>				33. Part-Time Hours Per Biweekly Pay Period	
<b>POSITION DATA</b>											
34. Position Occupied <b>1</b>				35. FLSA Category <b>N</b>		36. Appropriation Code <b>RR-CF02</b>				37. Bargaining Unit Status <b>1468</b>	
1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				E - Exempt N - Nonescript							
38. Duty Station Code <b>532030061</b>				39. Duty Station (City - County - State or Overseas Location) <b>SNOHOMISH SNOHOMISH WA USA</b>							
40. Agency Data		41. EMPLID <b>(b)(6)</b>		42.		43.		44.			
45. Remarks <b>INTERIM WAGE ADJUSTMENT OF 3.22% IN ACCORDANCE WITH BPA-CPTC MOU, DATED FEBRUARY 16, 2023.</b>											
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>						50. Signature/Authentication and Title of Approving Official <b>ELECTRONICALLY SIGNED BY: LIZA A. ROSA DIRECTOR, HUMAN RESOURCES SERVICE CENTER</b>					
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>03/12/2023</b>							

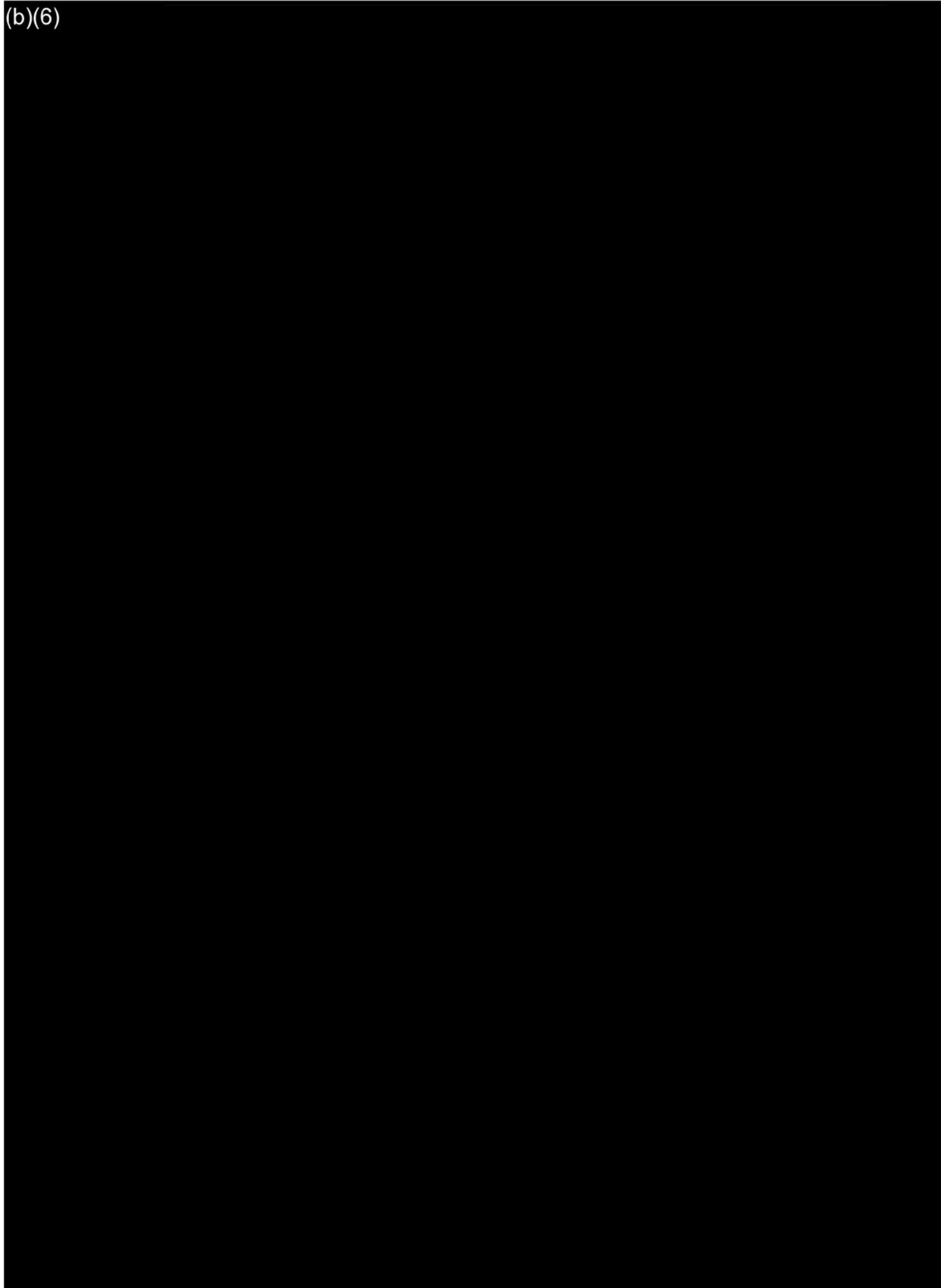




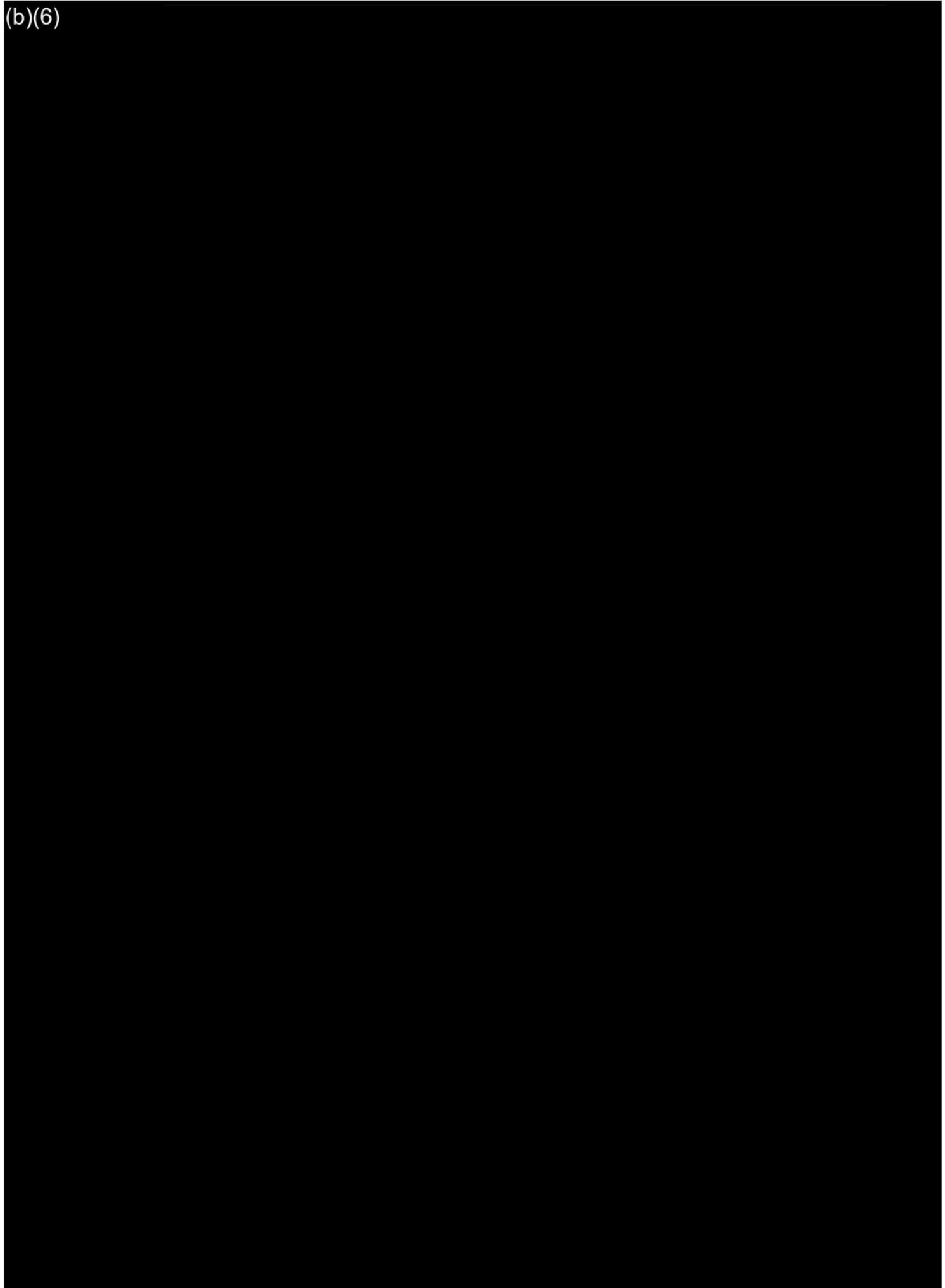
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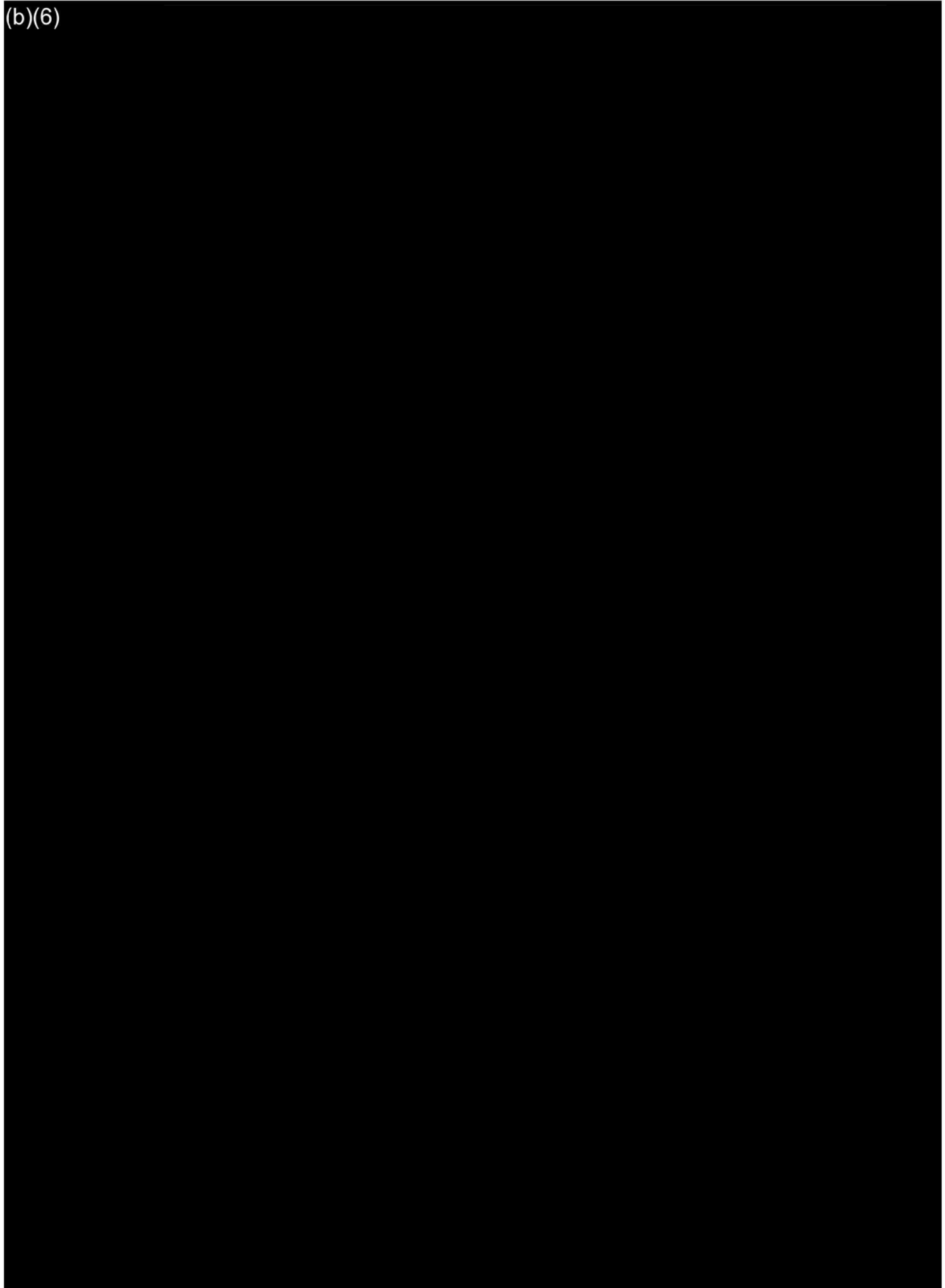
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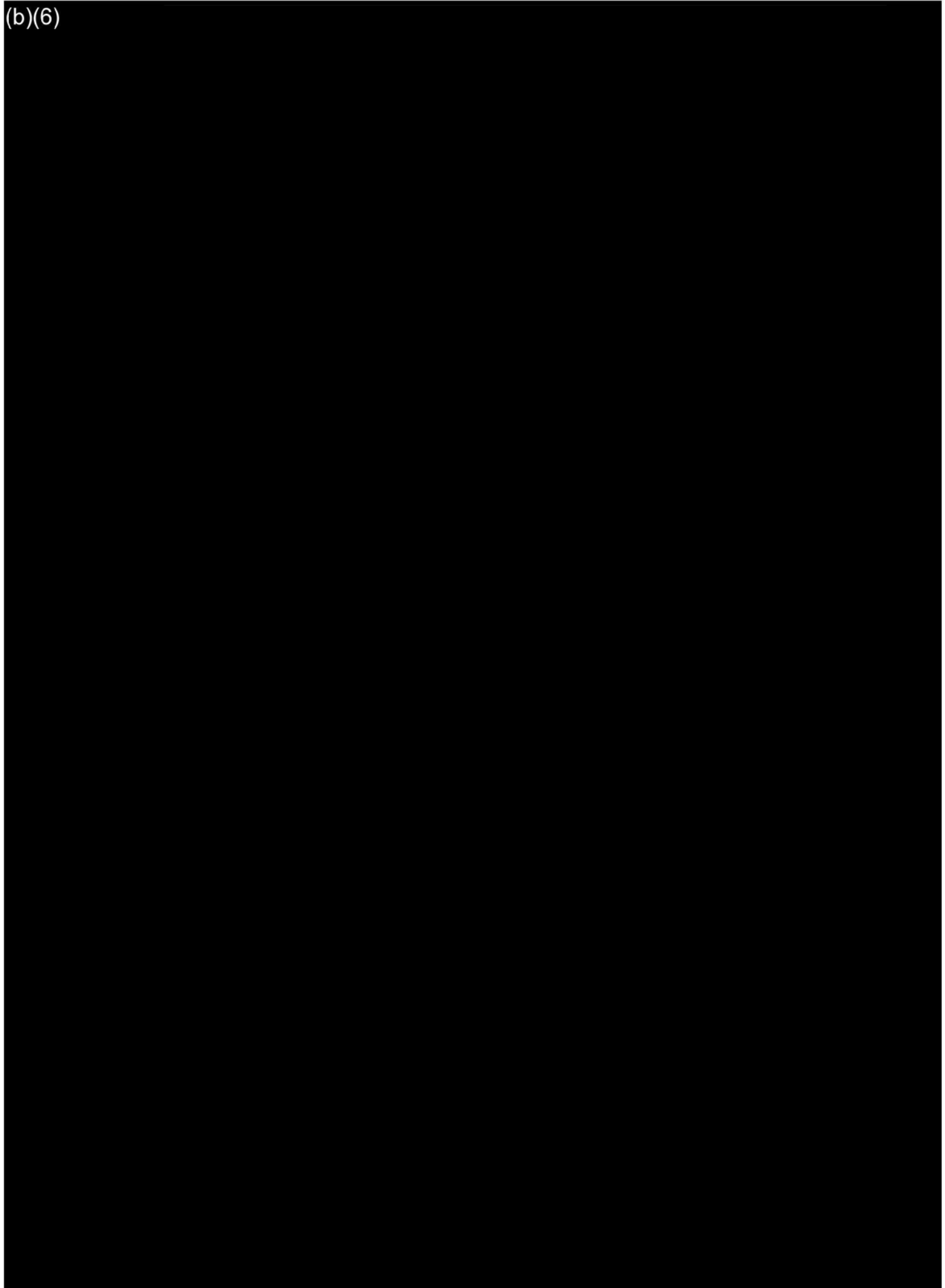
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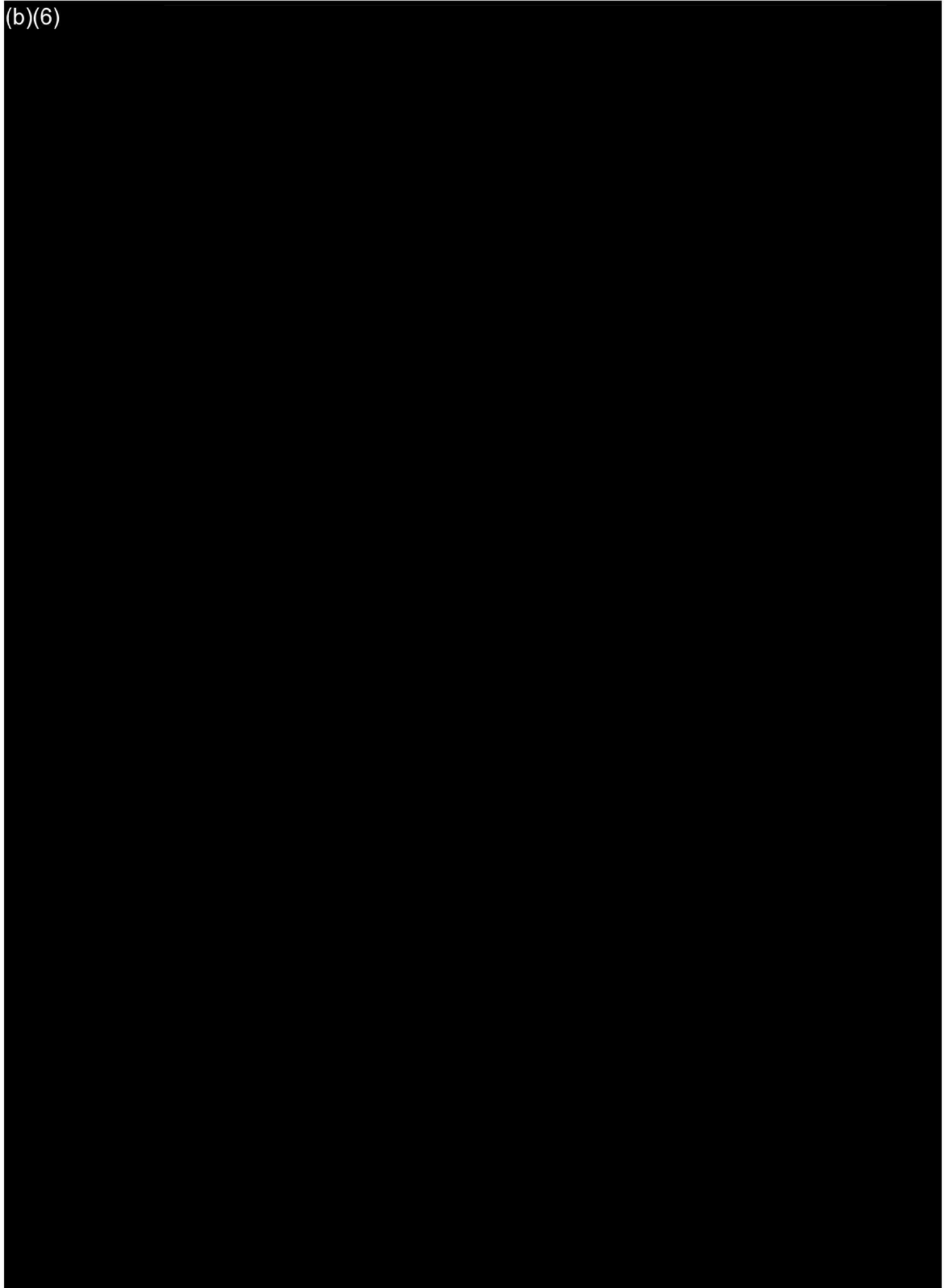
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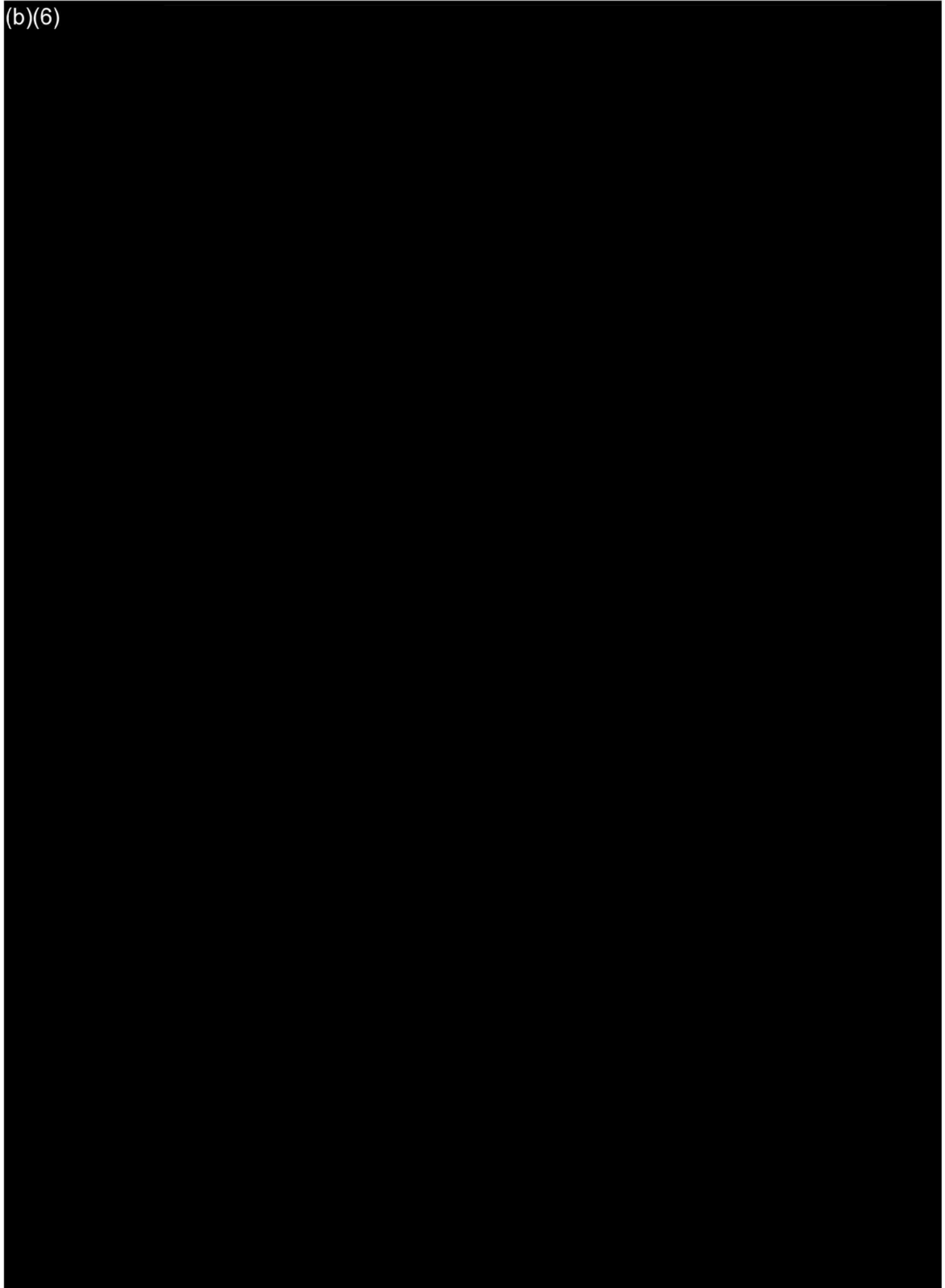
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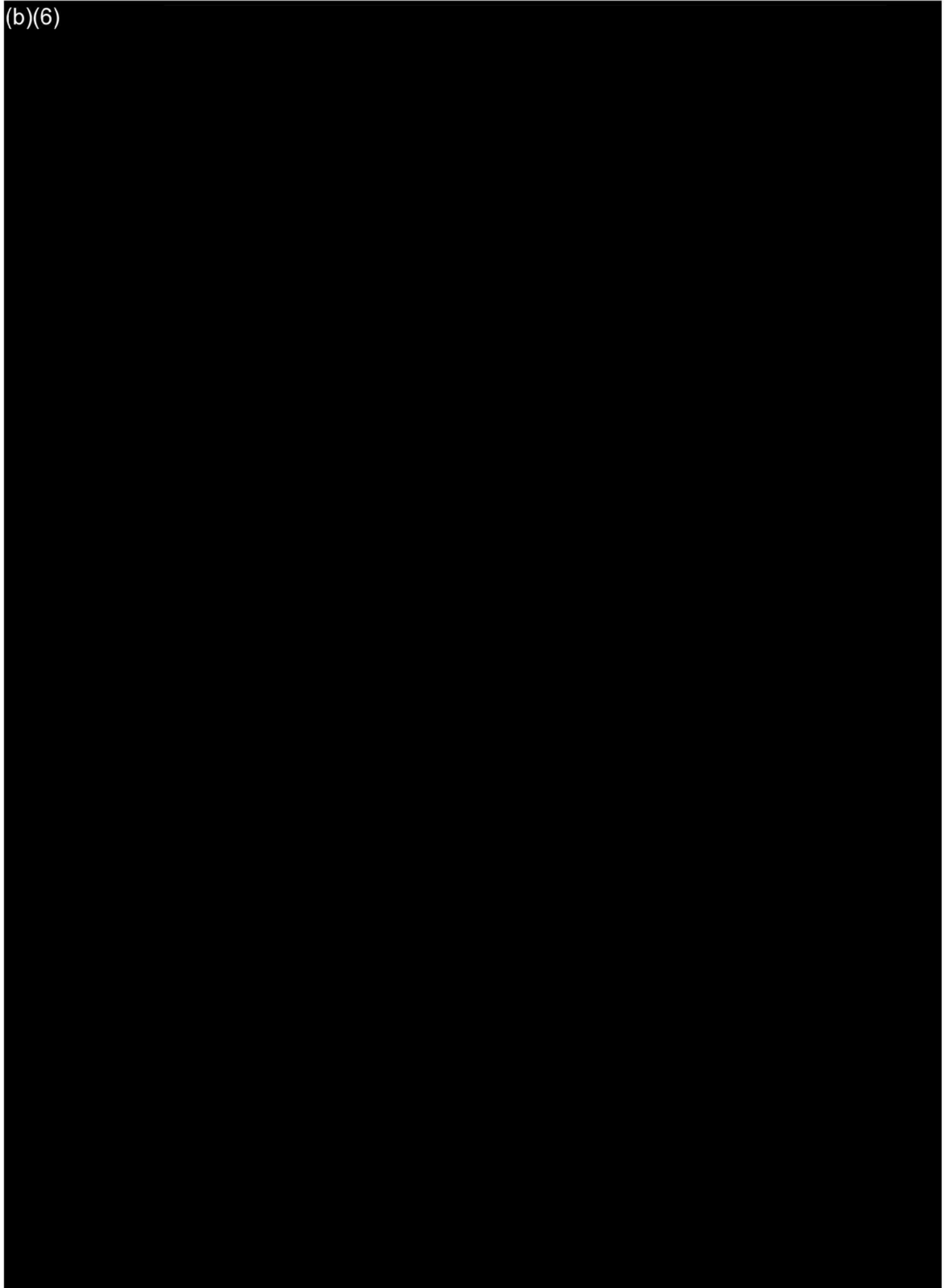


(b)(6)





(b)(6)



**Samuel Coker**

(b)(6)

Mobile: (b)(6)

Email: (b)(6)

**Availability:**

**Job Type:** Permanent, Temporary, Term, Telework

**Work Schedule:** Full-time, Shift work

**Work Experience:**

**U.S. Air Force 30th Civil Engineer Squadron 09/2020 - Present**

Bldg. 11439 Iceland Ave

Lompoc, CA 93437 United States

**Salary:** 31.23 USD Per Hour

**Hours per week:** 40

**Series:** 2604 **Pay Plan:** WG **Grade:** 11

**Electronics Mechanic WG-2604-11** (This is a federal job)

**Supervisor:** Terry Jones (805-606-8211)

**Okay to contact this Supervisor:** Yes

Maintenance technician at Civil Engineering Alarm Shop at US Space Force Headquarters.

Primary duties are to maintain and repair fire alarm panels, facility security systems, traffic signal systems, and Access Control Systems.

- Installs, programs, operates, repairs, and performs preventative maintenance on Bosch, Siemens, Simplex, and Hochiki Fire Alarm Control Panels and associated detectors.
- Programs, operates, repairs, & maintains Bosch Security Panels with text-based annunciators and various sensors including duress transmitters, balanced magnetic door switches, passive infrared detectors, and enclosure tampers.
- Maintains and repairs traffic light systems on base.
- Maintains Stanley Ready-Key Access Control Hardware and issues access control credentials/tokens for users.
- Serves as a IT support for security and Fire Alarm computers and networks.
- Plans, coordinates and installs application software and hardware for servers.
- Interprets, analyzes and troubleshoots system issues per as-built drawings and equipment schematics.
- Validates installed and repaired equipment to ensure compliance with established operating standards.
- Active Secret clearance

**U.S. Air Force 35th Civil Engineer Squadron 08/2016 - 09/2020**

Misawa AB

Misawa, Japan

**Salary:** 55,000.00 USD Per Year

**Hours per week:** 40

**Series:** 2604 **Pay Plan:** WG **Grade:** 11

**Electronics Mechanic WG-2604-11** (This is a federal job)

**Supervisor:** MSgt Kalani (+81 (090) 8489-1949)

**Okay to contact this Supervisor:** Yes

Maintenance technician at US Air Force 35th Civil Engineering Squadron at Misawa AFB, Japan. Primary duties were to maintain and repair the Intrusion Detection System and Closed-Circuit TV systems throughout the base.

- Programmed, operated, & maintained Honeywell/Vindicator Intrusion Detection System consisting of Dual Master Head-Ends, Graphical & Text based servers, 1200 sensors including balanced magnetic door contacts, data transmitter cards, passive Infrared Detectors (PIRs), duress switches, UPS's, wireless transceivers, back-up batteries, battery chargers, and other types of alarm sensors protecting 106 facilities.
- Installed and maintained CCTV system consisting of both analog and IP based DVR/NVRs, monitoring locations, video servers, media converters, Cisco network switches, PoE injectors, Pan-Tilt-Zoom (PTZ) and stationary CCTV cameras. Installed, upgraded, and maintained all electronic security systems (ESS) to include fiber-optic, ethernet, and serial communications (RS-485) networks.
- Commonly generated as-built drawings and facility equipment diagrams, interpreted blueprints and referenced technical manuals to verify equipment was functioning as designed. Daily use of hand-held tools and equipment to include concrete drills, soldering stations, connector crimpers, band saws, conduit benders, Voltmeters, video signal testers, and other normal electronic technician tools.
- Prepared documentation packages for all installations and maintenance activities. Used USAF Facilities Management application TRIRIGA for entering Purchase Requests and time accounting.

**United States Coast Guard**

**10/1991 - 07/2015**

2703 Martin Luther King Jr. Ave. SE  
Washington DC, DC 20593 United States

**Hours per week: 50**

**Electronics Technician & Supervisor**

Electronics Technician

USCGC Mellon Seattle WA

June 1993 - June 1996

- Electronics technician responsible for maintaining both Surface and Air Search RADARs, Identify Friend or Foe (IFF) system, PAs, Direction Finders, tactical air to navigation system (TACAN), antenna maintenance including weatherproofing, VHF radios, UHF transmitters/receivers, inner ship communications, PBX phones, GPS receivers, and CCTV systems.
- Position required constant use of schematics, technical manuals, blueprints, wiring diagrams, and functional diagrams. Routinely conducted Preventative Maintenance and implemented Field changes and Technical Orders.
- Commonly used test equipment including built in test sets, oscilloscopes, Voltmeters, ohmmeters, signal generators, capacitor and transistor checkers, watt meters, meggers, and Time Domain Reflectometers (TDR).
- Failure corrective activities commonly involved replacement at component level.

Electronics Technician

Electronics Detachment Memphis TN

June 1996 - Dec 1999

- Responsible for the installation, preventative maintenance, and corrective maintenance of all electronic equipment on 9 remote ships and 6 radio repeater sites.
- Equipment responsible for included Surface Search Radar Systems, monitors, VHF handheld and base stations, Public Announcing Systems, speakers, depth sounders, antennas, and GPS receivers. Certified to climb up to 140' towers.

Electronics Technician

USCGC Eagle New London, CT

June 1999 - Feb 2000

- Responsibilities: Maintained VHF and UHF transceivers, Surface Search Radar, Depth Sounders, Doppler Speed Log, PA system, and other electronics.
- System administrator for ship's computer network.

Department of Engineering Electronics Lab Technician

U.S. Coast Guard Academy

Feb 2000 - July 2003

- Responsible for calibration and repair of test equipment and antenna systems. Systems included HF/ VHF Communication Systems and LORAN/DGPS Navigation systems.
- Responsible for inventory, ordering of replacements parts, and maintaining budget of over \$500,000.
- Functioned as first tier support for over 200 Windows workstations to include software installation, peripheral troubleshooting, hardware replacement, resolving networking issues, and user training. Achieved Microsoft Certified Systems Engineer (MCSE) in Windows 2000.

Branch Chief Differential Global Positioning System (DGPS)

Navigation Center Detachment

May 2005 - May 2008

- Responsible for SCADA system for 38 operational DGPS sites throughout the Western United States, Alaska and Hawaii. Directly supervised 10 personnel.
- Managed scheduling off-air periods for site upgrades, preventative and corrective maintenance.
- Coordinated with 10 different remote maintenance, support, and operational entities to facilitate mission accomplishment.

Assistant Program Manager for the Nationwide Differential Global Positioning System (NDGPS)

Navigation Center Alexandria, VA

June 2008 - July 2009

- Oversight authority for environmental assessments.
- Coordinate installation schedules and quality acceptance procedures for new NDGPS sites.

- Conducted property searches and on-site surveys to qualify new candidate properties to fulfill requirements of the NDGPS mission.
- Facilitate systemic coordination between maintenance commands, system stakeholders and external agencies including the Federal Highway Administration (FHWA), the National Oceanic and Atmospheric Administration (NOAA), and the National Geodetic Survey (NGS) for NDGPS site maintenance and operational concerns.

Maritime Information Operations Center Supervisor  
 Navigation Center Alexandria, VA  
 July 2009 - July 2014

- Responsible for standard operation procedures and manning of four Electronic Navigation and Tracking systems staffed by 28 personnel
- Created and delivered daily operational briefings to Senior Leadership and mixed audiences. Drafted and edited Freedom of Information Act responses
- POC for DoD Strategic Command for approving GPS testing & implementing multi-agency interference response procedures
- Developer of internal website for the purpose of sharing procedural and policy information between departments to increase efficiency and communication
- Achieved CompTIA Network+ Certification

Sector Field Office Supervisor  
 Southwest Harbor, ME  
 June 2014 - June 2015

- Supervised 29 members to provide logistic services to 11 remote field units
- Prepared detailed weekly status reports to remote command staff
- Maintained \$46M facilities & infrastructure including repair/minor construction & mechanical engineering.
- Responsible for the administration and maintenance for 43 single dwelling homes and 30 barracks rooms with \$100,000 annual budget
- Oversight of \$676,000 monthly pay accounts; 165 personnel records; medical readiness of eight units; dining facility serving 15,000 meals per year, execution of \$220,000 in operating funds and \$1.2M budget for local uni

**Education:**

**Trident Technical College** Charleston, SC United States

Associate's degree 5 /2005

**GPA:** 3.746 of a maximum 4.0

**Credits Earned:** 74 Semester Hours

**Major:** Electronics Engineering Technology **Honors:** Cum Laude

**Relevant Coursework, Licenses and Certifications:**

Foundation in Electronics with classes in AutoCAD, PLCs, Electronics Communications, and Electronic Circuit theory.

**USCG Electronics A School** Petaluma, CA United States

Technical or occupational certificate 4 /1992

**Major:** Electronic Technician

**Relevant Coursework, Licenses and Certifications:**

Basic electronics training consisting of AC/DC theory, circuit theory, digital principles, circuit repair, soldering, electronic components, VHF radio repair, electronic systems troubleshooting and methods, schematics interpretation, diagnostic procedures, preparing maintenance schedules and work requests, RADAR fundamentals, HF and satellite communications, test equipment usage, and tower climbing.

**References:**

Name	Employer	Title	Phone	Email
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(b)(6)

( ) indicates professional reference

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) Coker, Samuel W		2. Social Security Number (b)(6)	3. Date of Birth (b)(6)	4. Effective Date 11-21-2021	
<b>FIRST ACTION</b>			<b>SECOND ACTION</b>		
5-A. Code 100	5-B. Nature of Action Career Appt		6-A. Code	6-B. Nature of Action	
5-C. Code BWA	5-D. Legal Authority OPM DE Agr (DOE-1)		6-C. Code	6-D. Legal Authority	
5-E. Code	5-F. Legal Authority		6-E. Code	6-F. Legal Authority	
7. FROM: Position Title and Number			15. TO: Position Title and Number Power System Control Craftsman Trainee 5 PD: J07864 Position: 00005276		
8. Pay Plan BB	9. Occ. CD 2604	10. Grade/Level 00	11. Step/Rate 00	20. Total Salary/Award \$54.89	21. Pay Basis PH
12A. Basic Pay \$54.89	12B. Locality Adj. \$0	12C. Adj. Basic Pay \$54.89	12D. Other Pay \$0		
14. Name and Location of Position's Organization			22. Name and Location of Position's Organization DEPARTMENT OF ENERGY, BPA Transmission Services Redmond District PSC Malin DN00820TFRH Malin OR USA		
<b>EMPLOYEE DATA</b>					
23. Veterans Preference (b)(6) 1-None 3-10 Point/Disability 5-10 Point/Other 2-3 Point 4-10 Point/Compensable 6-10 Point/Compensable/30%		24. Tenure 2 0-None 2-Conditional 1-Permanent 3-Indefinite	25. Agency Use	26. Veterans Preference for RIF (b)(6)	
27. FEGLI D0 Basic + Option A		28. Annuitant Indicator 2 Ret Officer		29. Pay Rate Determinant 0	
30. Retirement Plan KF FERS FRAE and FICA		31. Service Comp. Date (Leave) 09-23-2016		33. Part-Time Hours Per Biweekly Pay Period	
32. Work Schedule F Full Time					
<b>POSITION DATA</b>					
34. Position Occupied 1 1-Competitive Service 3-SES General 2-Excepted Service 4-SES Career Reserved		35. FLSA Category N E-Exempt N-Nonexempt		37. Bargaining Unit Status 1468	
36. Appropriation Code RR-CF02		38. Duty Station Code 411280035 Malin Klamath OR USA			
39. Duty Station (City-County-State or Overseas Location)		40. Agency Data (b)(6)			
41. EEMPLID (b)(6)		42.		43. PAR Number: 25546	
44. Remarks - You will be in tenure group II until you complete the one-year probationary period that began 11/21/2021; then you will be changed back to tenure group I. - Selected from Cert (20210811-CBYZ-023) under Delegated Examining, Bonneville Power Administration. - Appointment affidavit executed 11/22/2021. - Previous retirement coverage: Previously Covered. - Employee is automatically covered under FERS, FERS-RAE or FERS-FRAE. (b)(6) - RFLC Cleared 11/19/2021. - All information is subject to verification upon receipt of Official Personnel Folder.					
46. Employing Department or Agency DEPARTMENT OF ENERGY			50. Signature/Authentication and Title of Approving Official Electronically Signed by: Fickes, Anne M Acting Director, Human Resources Service Center		
47. Agency Code DN00	48. Personnel Office ID 4237	49. Approval Date 11-08-2021			

## NOTICE TO EMPLOYEE

This is your copy of the official notice of a personnel action. Keep it with your records because it could be used to make employment, pay, and qualifications decisions about you in the future.

### The Action

- Blocks 5-B and 6-B describe the personnel action(s) that occurred.
- Blocks 15-22 show the position and organization to which you are assigned.

### Pay

- When the personnel action is an award or bonus, block 20 shows the amount of that one-time cash payment. When the action is not an award or bonus, block 12 shows your former total annual salary, and block 20 shows your new total annual salary (block 20C plus 20D). The amounts in blocks 12 and 20 do not include any one-time cash payments (such as performance awards and recruitment or relocation bonuses) or payments that may vary from one pay period to the next (such as overtime pay), or other forms of premium pay.
- Block 20A is the scheduled amount for your grade and step, including any special salary rate you receive. It does not include any locality-based pay. This rate of pay serves as the basis for determining your rate of pay upon promotion, change to a lower grade, or reassignment, and is used for pay retention purposes.
- Block 20B is the annual dollar amount of your interim Geographic Adjustment or, beginning in 1994, your locality-based comparability payment.
- Block 20C is your Adjusted Basic Pay, the total of blocks 20A and 20B. It serves as the basis for computing your retirement benefits, life insurance, premium pay, and severance pay.
- Block 20D is the total dollar amount of any Retention Allowances, Supervisory Differentials, and Staffing Differentials that are listed in the remarks block. These payments are made in the same manner as basic pay, but are not a part of basic pay for any purposes.

### Block 24 - Tenure

- Identifies the nature of your appointment and is used to determine your rights during a reduction in force (RIF). Tenure groups are explained in more detail in subchapter 2.6 of FPM Supplement 296-33 and RIF is explained in FPM Supplement 351-1; both should be available for review in your personnel office.

### Block 26 - Veterans Preference for RIF

- Indicates whether you have preference for reduction-in-force purposes.

### Block 30 - Retirement Plan

- **FICA** - Social Security System
- **CS** - Civil Service Retirement System
- **CS-Spec** - Civil Service Retirement for law enforcement and firefighter personnel
- **FS** - Foreign Service Retirement and Disability System
- **FERS** - Federal Employees' Retirement System
- **FERS-Reserve**
  - **Tech** - Federal Employees' Retirement System for National Guard Reserve Technicians
- **FERS-ATC** - Federal Employees' Retirement System for Air Traffic Controllers
- **FERS-Spec** - Federal Employees' Retirement System for law and firefighter personnel
- **FSPS** - Foreign Service Pension System

### Block 31 - Service Computation Date (Leave)

- Shows when your Federal service began unless you have prior creditable service. If so, this date is constructed to include your total years, months and days of prior creditable civilian and military service.
- Full-time employees with fewer than 3 years of service earn 4 hours of annual leave each pay period; those with 3 or more years but less than 15 years earn 6 hours each pay period; and those with 15 or more years earn 8 hours each pay period.
- Your earnings and leave statement or your time and attendance card will show the rate at which you earn leave and your current unused leave balance.

### Block 32 - Work Schedule

- Your work schedule is established by your supervisor.
- A full-time employee works on a prearranged scheduled tour of duty that is usually 40 hours per week. A part-time employee has a prearranged scheduled tour of duty that is usually between 16 and 32 hours per week.
- An intermittent employee has no scheduled tour of duty and works when needed.
- Full-time and part-time employees whose appointments are for 90 days or more are usually eligible to earn annual leave; intermittent employees are not.
- Seasonal employees work on an annually recurring basis for periods of less than 12 months each year; they may have a full-time, a part-time, or an intermittent schedule during their work season.
- On-call employees work during periods of heavy workload and are in pay status for at least 6 months of each year; they may have either a full-time or a part-time schedule when they are in pay status.

### Block 33 - Part-time Hours Per Biweekly Pay Period

- Indicates the number of hours a part-time employee is scheduled to work during a two week pay period.

### Block 34 - Position Organization

- Identifies the employment system under which you are serving -- the Competitive Service, the Excepted Service, or the Senior Executive Service (SES).
- The employment system determines your eligibility to move to other jobs in the Federal service, your rights in disciplinary and adverse actions, and your eligibility for reemployment if you leave Federal service.

### Block 35 - FLSA Category

- Exempt employees are not covered by the minimum wages and overtime law (the Fair Labor Standards Act); nonexempt employees are covered.

### Block 37 - Bargaining Unit Status

- Identifies a bargaining unit to which you belong, whether or not you are actually a member of a labor organization. Code "7777" indicates you are eligible but not in a bargaining unit; code "8888" indicates you are ineligible for inclusion in a bargaining unit.

### Blocks 38 and 39 - Duty Station

- Identifies the city, county, and state or the overseas location, where you actually work.

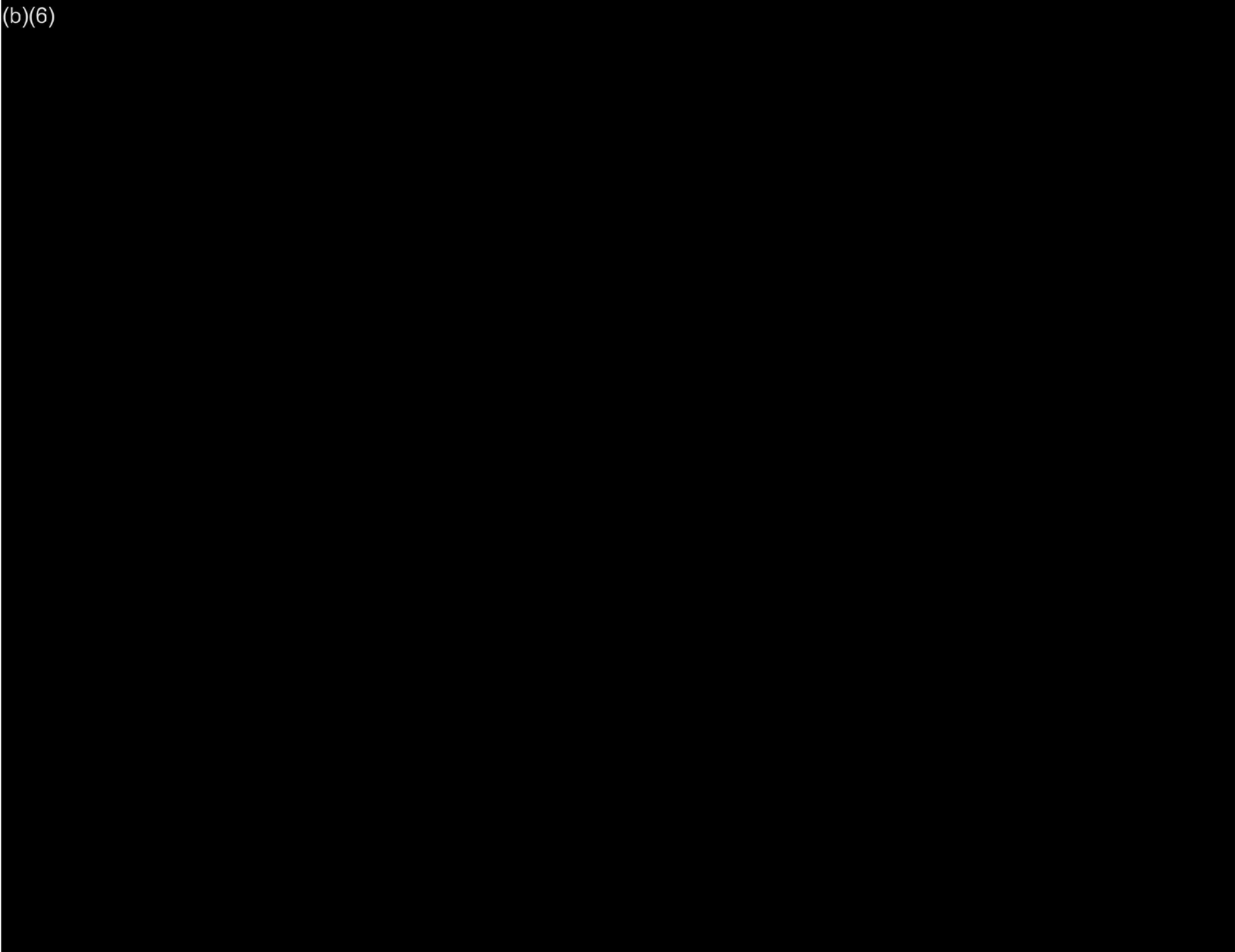
## OTHER INFORMATION

- If your appointment entitles you to elect health benefits or life insurance, and you have not been provided materials explaining the programs available and the enrollment forms, contact your personnel specialist.
- Your personnel specialist will also tell you if your position is covered by an agreement between an employee organization (union) and your agency. If you are eligible to and elect to join an employee organization, you can elect to have your dues withheld from your salary.
- If you have questions or need information about your rights or benefits, ask your supervisor or your personnel office.
- Definitions for any coded data in Blocks 1-24, 27-39 and 45-50 may be found in Federal Personnel Manual Supplement 291-1.

It is your responsibility to read all the information on the front of this notice and tell your personnel office immediately if there is an error in it.



(b)(6)



# Zachary E Nelson

has successfully completed the requirements to be recognized as



Code: 4KQZP98LEH4EYBRD  
Verify at: <http://verify.CompTIA.org>



(b)(6)

**CANDIDATE ID**  
July 13, 2019  
**CERTIFICATION DATE**  
February 22, 2023  
**RENEWAL DATE**  
February 26, 2027  
**EXPIRATION DATE**

(b)(6)

TODD THIBODEAUX, PRESIDENT & CEO

# Zachary E Nelson

has successfully completed the requirements to be recognized as



Code: 6X2BHR7PYG4Q1VC7  
Verify at: <http://verify.CompTIA.org>



(b)(6)

CANDIDATE ID

February 26, 2021

CERTIFICATION DATE

EXP DATE: 02/26/2027

(b)(6)

TODD THIBODEAUX, PRESIDENT & CEO

## Zachary Eric Nelson

(b)(6)

Home: (b)(6)

Work: (b)(6)

Email: (b)(6)

### Current Position Held

#### **USACE Walla Walla District Little Goose Lock and Dam (08/02/2018 – Present) – Electronic Systems Control Craftswoman (K-Grade)**

Dayton, Washington United States

Supervisor: Zack Bakker – 509-404-2243; Contact: Yes

Pay Grade: WB- 2601 - 10

Salary: \$65.25 per hour

Hours per week: 40

### **Duties:**

Perform installation, modification, replacement, diagnosis, repair, and preventive maintenance for Supervisory Control and Data Acquisition / Generic Data Acquisition and Control System (SCADA / GDACS) used for communication and control between the hydroelectric generation equipment and the Transmission Authority (Bonneville Power Administration) for reliability and stability of the Regional Power Grid. Perform and implement Cyber security controls and requirements to ensure compliance of all applicable regulations and standards.

Performs installation, modification, maintenance and repair of digital electronic equipment and associated devices related to data collection systems, centralized, remote, and local control systems, protective relay systems, power supply systems and communications systems using visualization software, logic programming software, Windows based operating systems and administration.

Perform diagnostics and testing using software and applications to identify and analyze problems and make necessary corrections to equipment or systems. Uses digital electronic test equipment, and other testing instruments in performing the tests necessary to determine operating conditions or malfunctions.

Experience performing installation, maintenance, and testing activities on the following without more than normal supervision:

- SCADA System Operational Technology (OT) System Administrator (SA) Information Assurance Technical Level 2 (IAT-II) Duties performed:
  1. Manage and enforce all Access Control Policy and Procedures in accordance with DoD directives and Risk Management Framework requirements
    - a. Account management for Operating System (OS) Administrative, OS User, OS Maintenance, OS Operator, OS Emergency Administrative, OS Service accounts and maintain a comprehensive list of these accounts for audit review
    - b. Account management for Application (APP) accounts as listed in (a.) as well as maintain a comprehensive list of these accounts for audit review
    - c. Account management for Network Equipment accounts for Individual Administrative accounts with full read/write privileges for SA and ISSO equipment configuration
    - d. Manually review all accounts as required for unknown, new, or missing and deleted accounts, as well as monitoring for suspicious activity such as excessive logins, addition of unapproved software, unapproved

configuration changes etc. and report status to Supervision and suspension of accounts as necessary

2. Manage and perform OT configuration and change implementation as required by Change Control Board (CCB) in accordance with the most current Security Technical Implementation Guides (STIGs):
    - a. Any system component removal from the site for maintenance
    - b. Network changes
    - c. Firewall changes
    - d. Hardware upgrades
    - e. Software major version upgrades
    - f. Application removal
    - g. Perform pre-change and post-change Baseline Scans and using pre-approved baseline tools
    - h. Create and maintain Network Diagram and Network Block Diagrams as required by RMF policy and standards
  3. Perform Scheduled and Unscheduled Cyber Maintenance tasks to include:
    - a. Antivirus updates (scheduled)
    - b. Security patches for software or firmware (scheduled)
    - c. Software upgrades (scheduled)
    - d. Vendor or manufacturer specified routine maintenance (scheduled)
    - e. Information Assurance Vulnerability Alerts (unscheduled)
    - f. Flaws in software / firmware / hardware identified by vendors (unscheduled)
    - g. Maintain records of maintenance tasks performed and completed on the system using maintenance logs, command prompt session logs, SCADA logs, Run-Config or Show-Run logs, Configuration Audit logs, Pre-Patch and Post-Patch Machine Imaging etc., summary of testing during first time energization / initialization, and "as found / as left" testing results to be included in all reports and documentation for other SA's or system owners for future review
  4. Perform Integrity Checks on files that are used on the OT to include:
    - a. Verify Software updates file HASHING
    - b. Firmware updates file HASHING
    - c. Other types of files that are downloaded for use on the SCADA system file HASHING
    - d. Ensure all handling and retention of information about the OT system activity are handled IAW Audit and Accountability Policy and procedures
- SCADA Master Stations
    1. Process Database Configuration and data point management
    2. Interfaces with RTU's and Operator interface view stations, allowing for Plant indication and alarming status updates as well as Change of State (COS) and Change from Normal (CFN) Alarms
  - SCADA Database servers
    1. Ensure Columbia Basin Teletype (CBT) Transmissions are executing properly
    2. Hourly Reports are being generated and take remedial action if not executing properly
    3. Retrieve and archive historical data as required
    4. Add or modify historical tags
  - SCADA Spillway Gate remote controls
    1. Perform calibration or gate position transducer

2. Test and verify Spill Gate select circuits are enabled prior to remote Spill Gate operation
  3. Test, verify and adjust as necessary Scada Position indication is within criteria (.1 stop) of controlled output indication and mechanical position indication
- Microsemi Satellite Clock with Schweitzer SEL-3400 IRIG-B Distribution Modules used for central time
    1. Provides IRIG-B for Network Time Protocol time for SCADA
    2. IRIG-B time for Generator and Plant Protective Relays (Can be used as Serial Event Recorder)
  - Network switches, routers, and firewalls
    1. Update firmware and document changes
    2. Configure Upgrade Cisco IOS versions and document changes
    3. Configure Gigabit ethernet ports and TenGigabit ethernet ports and assign appropriate switch port "modes"
    4. Document and store Run-Configurations and Configuration backups
    5. Configure and apply IP access-list for ICCP Gateway Routers
    6. Apply Weekly Content and Anti-Virus Definitions for Firewalls
    7. Use Cat5e cable testers
  - RTU - remote terminal units:
    1. Discrete input modules and discrete output modules for Main Unit Status and Control
    2. Analog input modules and analog output modules for Main Unit Status and Control
    3. Optically Isolated Control Relays for Main Unit SCADA control interface with Digital Governor and Static Exciters
    4. OPTO 22 EB2 Brains for SCADA I/O Racks Configure VLAN Ethernet ports as well as rack I/O module lists
    5. Nexus 1252 revenue grade power meters used for SCADA power generation feedback of Main Units, Station Service and Transmission line
    6. Resistance Temperature Device Scaling for 10-ohm copper RTD's
    7. Discrete and Analog Input / output scaling, offsets, debounce / hysteresis, and filtering modifications as required
    8. Beckwith Synchronizers tuning and troubleshooting
    9. Lead a team of up to 3 technicians during the removal of Old MTL I/O and subsequent replacement with OPTO 22 I/O and associated equipment of 5 Main Units (so far). Led the efforts during initial energization and testing / commissioning of new I/O incorporating the new equipment with SCADA
  - American Governor Kaplan Digital Hydraulic Governors
    1. Discrete Inputs and Discrete Outputs used for status and control
    2. Analog Inputs and Analog outputs used for status and control
    3. Macro Sensors Linear Variable Differential Transformer (LVDT) used to measure distributing valve position to interface the hydraulic distributing valve with the controller's electro-hydraulic proportional valves
    4. Bosch proportional valves convert the control signal (4-20mA), less the distributing valve position feedback, to a hydraulic signal needed to control the gate and blade distributing valves
    5. Magnetic Linear Position Transducer (MLDT) used to measure wicket gate and Blade Servo positions mounted in a redundant configuration
    6. MW Power Transducer used for feedback of generator power to the governor with a  $\pm 0.2\%$  reading accuracy with sensing range of 0-5 A at voltage ranges of 85-135 VAC
    7. System Event recording modifications

- Programmable Logic Controllers
  1. Allen Bradley: ControlLogix 5561 Processor / chassis / and I/O, RSLINX Classic communication server, RSlogix5000 programming software
  2. OPTO 22: PAC Project automation software, SNAP PAC controllers, SNAP I/O associated with SCADA systems and Plant Annunciation systems
  3. Automation Direct: DL205 series Programmable Logic Controllers and associated Direct Soft 5 Ladder Logic software, C-more HMI touch screen panels, and associated C-more application software
  
- AVAYA Definity Telecommunication systems
  1. Private Branch Exchange (PBX) configurations
  2. AUDIX Voice Messaging subscriber configurations
  3. Outgoing call groups for T1 Trunk
  4. Abbreviated dial plans for internal PBX calls as well as outgoing calls
  5. Soft key configuration for designated attendant stations
  6. Synchronize system time
  7. Perform system backups
  8. Code Call interface for internal and external users for continuity of Operations during business hours and off business hours
  9. Add and Remove Stations and Subscribers as required
  10. Install 66 / 110 punch down blocks using telecom punch down tool with 110/66 Blade to terminate voice data circuits
  11. Troubleshooting phone line circuits using tone and probe set to identify locate open and shorted circuits
  12. Utilize system One-line drawings, block diagrams, as-built prints, and other technical documentation to diagnose and repair phone systems as necessary
  
- VHF / UHF portable and handheld radios and radio Net Head hardware
  1. Using Byrd SITEHAWK Analyzer SK-4500 Antenna Tester
    - a. Distance to fault reflective loss (DTF-RL) testing for coaxial cable and Antenna testing
    - b. Distance to fault standing wave ratio (DTF-SWR) for coaxial cable and Antenna testing
    - c. Reflective Loss Testing (RL)
    - d. Standing Wave Ratio Testing (SWR)
  2. 865–867 MHz/902–928 MHz frequency and 1W RF power ELPRO 905u-1 and 905u -3 with CFD890EL Dipole antenna used for Net Head Measurement of Forebay and Tailwater
  3. Using Byrd Model 43 RF Wattmeter for measuring forward power measurements and reflective power measurements to calculate VSWR on various portable and stationary radio Antenna and transmit cables
  
- Auxiliary power equipment and engine generator controls
  1. Servicing and testing starting batteries and battery charging system
  2. Engine Exercise with load bank minimum load requirements as necessary
  3. Inspect transfer switches
  
- Station batteries / 125vdc Lead Acid Battery Bank
  1. Check electrolyte levels
  2. Testing and recording of specific gravity and temperature using digital hydrometer
  3. Testing Load Capacity tests at the 5-year interval when required
  4. Intercell Connection Resistance measurements
  5. Laser Thermometer to measure individual cell temperatures
  
- Battery chargers
  1. Adjustments to Voltmeter for Accuracy

2. Performed installation and initial energization and commissioning of filter inductor and filter capacitors on a station battery charger
- Closed circuit television systems
    1. Installed Pan Tilt Zoom Security Cameras
    2. Installed and configured DVR equipment for use with CCTV system
    3. Retrieve CCTV footage and archive as necessary
  - Emergency Notification Paging System VHF Frequency Range 380 – 499 MHz
    1. ZETRON paging terminal database configuration and maintenance
    2. ZLINK Paging terminal software
    3. Program individual pagers for personnel with paging frequency and baud rate configuration as well as associated CAPCODE assignment
    4. Perform Watt Meter forward and reflected power measurements
    5. Inspected and tested ZETRON Model 640 and diagnosed equipment failures, identified corrective action needed and reported to Supervisor status of equipment as well as estimated time to restore using knowledge of the system, technical documents and manufacturers documentation and system drawings.
  - Fiber optics Tools used, and Testing performed
    1. CLETOP and Fiber Optic Cleaner Pens Cleaning ST and LC connectors for both multi-mode and single mode fiber connectors and cables
    2. Fiber Instrument Sales Inc. Fiber Optic inspection scope for inspecting Launch cable ends, fiber ends, and patch cable ends prior to connecting (ST and LC connectors are most common at Little Goose)
    3. Visual Fault Finder used for inspecting and locating damaged fiber jumpers and patch cables
    4. Lint free wipes and Lint Free swabs used for cleaning
    5. Inspected and cleaned 1 kilometer launch cable. Configured OTDR with Index of Refraction setting for fiber cable being tested according to Manufacturers Specs. Configured OTDR test range, configured OTDR pulse widths. Configured OTDR test pulse width wavelengths (1310nm and 1550nm) for testing of Single mode fiber

Experience using the following Test equipment:

1. Personal Protective Grounds
2. High and medium voltage testers
3. Relay test equipment
4. Optical time domain reflectometers
5. Fluke RTD process meter
6. ALBER CRT-400 Battery Test Equipment
7. Protocol Analyzing software (MODSCAN)
8. Volt Ohm testers and multi-meters
9. Megger 500-to-5000-volt Meg Ohm testers
10. Electric / hydraulic / manual conduit benders
11. Trade specific power tools
12. Electrical and Telecom trade hand tools and test equipment
  - a. Pliers
  - b. Nut drivers
  - c. Wire strippers
  - d. Punch down tools 110/66 blade
  - e. Screwdrivers
  - f. GFCI testers
  - g. Multi-Meters
  - h. Clamp on meters
  - i. Telecom Butt Sets



- j. Tone Generator and Probe
  - k. Ratchet modular crimping tool for RJ22, RJ11, RJ12 and RJ45 Ethernet and Telecom Crimpers
  - l. RG58/59 Ratchet crimping tools
  - m. Cat5 testers
13. Man Lifts
  14. Tape measures
  15. Calipers
  16. Levels
  17. Laser finders
  18. ATV and UTV offroad vehicles
  19. Case Skid steer using Industry Standard Operating Controls (ISO)
  20. Chainsaws
  21. Portable and stationary band saws
  22. Step ladders
  23. Fall arresting equipment
  24. Air monitor calibration and maintenance
  25. Arc Flash Personal Protective Equipment
  26. Project lockout/tag out procedures used for hazardous energy control and isolation
  27. Ability to read and understand as well as recommend changes to, complex and sometimes incomplete system schematics, as-built prints, block diagrams and other technical documents

## Work History

### **USACE Seattle District Albeni Falls Dam (04/08/2012 – 08/01/2018) – Power Plant Electrician Worker in Charge**

Oldtown, Idaho United States

Supervisor: Tony Sijohn – 208-437-3133 extension 207; Contact: RETIRED

Pay Grade: WF - 2810 - 00

Salary: \$48.23 per hour

Hours per week: 40

### **USACE Walla Walla District Lower Monumental Lock and Dam (12/20/2010– 4/08/2012) - Electronic System Control Craftworker (K-grade)**

Kahlotus, Washington United States

Supervisor: George Peck – 509-282-7243; Contact: RETIRED

Pay Grade: WB - 2601 - 00

Salary: \$44.24 per hour

Hours per week: 40

### **USACE Walla Walla District Lower Monumental Lock and Dam (10/15/2008 – 12/20/2010) - Electronic System Control Craftworker (J-grade)**

Kahlotus, Washington United States

Supervisor: George Peck – 509-282-7243; Contact: RETIRED

Pay Grade: WB - 2601 - 0

Salary: \$39.10 per hour

Hours per week: 40

### **USACE Walla Walla District McNary Lock and Dam (04/02/2007 – 10/14/2008) - Electronic System Control Craftworker (J-Grade)**

Umatilla, Oregon United States

Supervisor: Ken Wanderscheid - 541-922-2238; Contact: RETIRED

Pay Grade: WB - 2601 - 0

Salary: \$37.39 per hour  
Hours per week: 40

**USACE Walla Walla District Ice Harbor Lock and Dam (08/21/2005 - 04/01/2007) -  
Electronic System Control Craftworker (J-Grade) Temp Promotion**

Burbank, Washington, Washington United States  
Supervisor: Rick Weiss - 509-543-3243; Contact: RETIRED  
Pay Grade: WB - 2601 - 00  
Salary: \$33.35 per hour  
Hours per week: 40

**USACE Walla Walla District Ice Harbor Lock and Dam (03/24/2004 - 04/01/2007) -  
Journeyman Power Plant Electrician (I-Grade)**

Burbank, Washington United States  
Supervisor: Rick Weiss - 509-543-3243; Contact: RETIRED  
Pay Grade: WB - 2810 - 00

## Education

### Technical School

Power Plant Electrician Apprenticeship (07/16/2001 - 03/23/2004)  
Umatilla, Oregon  
United States  
Degree: Journeyman Power Plant Electrician  
GPA: 4.0  
Description: Walla Walla District Power Plant Electrician Apprenticeship Umatilla, Oregon

### College

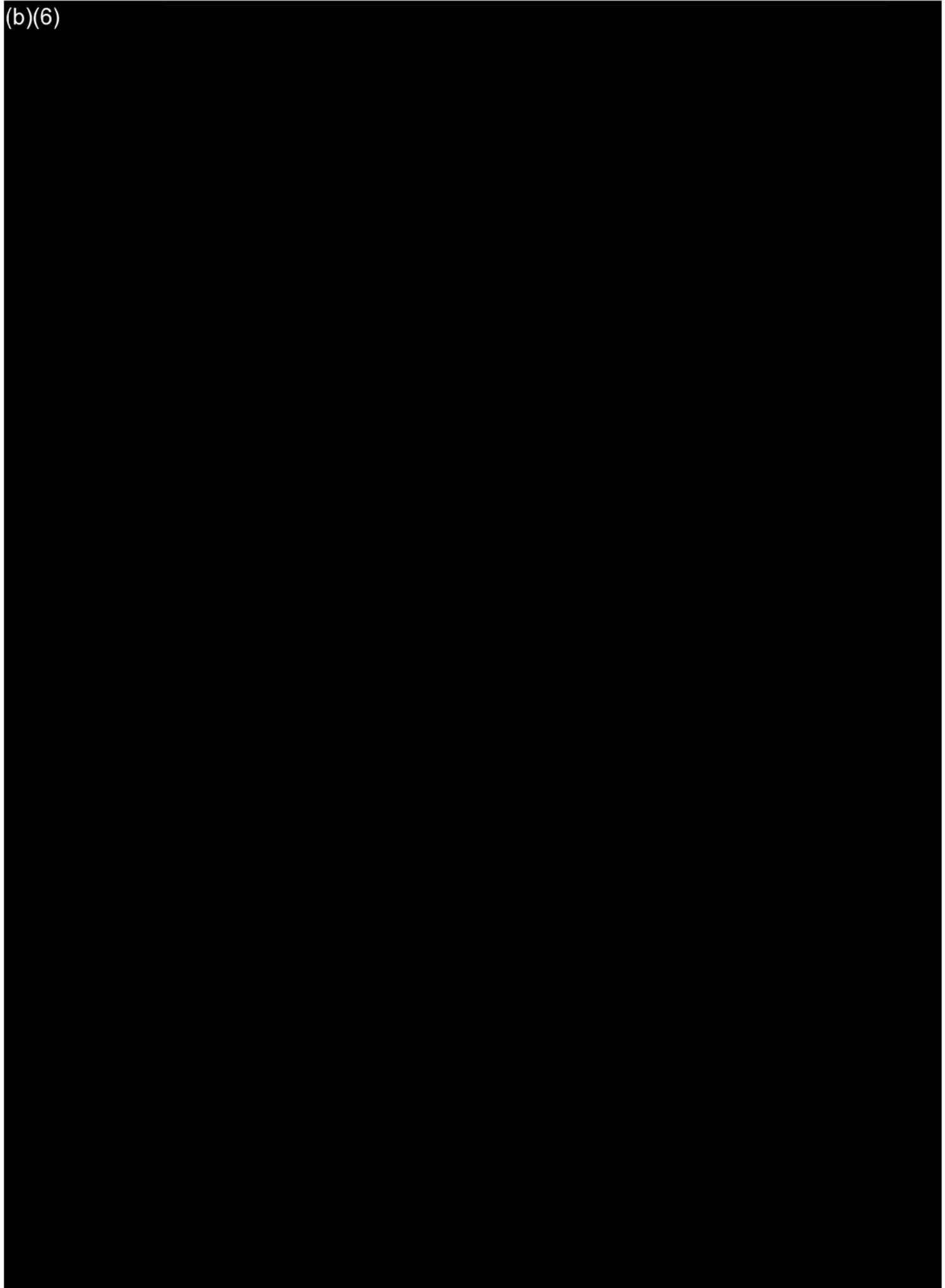
Spokane Community College (01/03/2000 - 02/26/2002) Spokane,  
Washington  
United States  
Degree: AAS - Major: Electrical Maintenance & Automation Technologies  
GPA: 3.49  
Description: Electrical Maintenance & Automation Technologies AAS degree Spokane Community  
College

## Professional Credentials

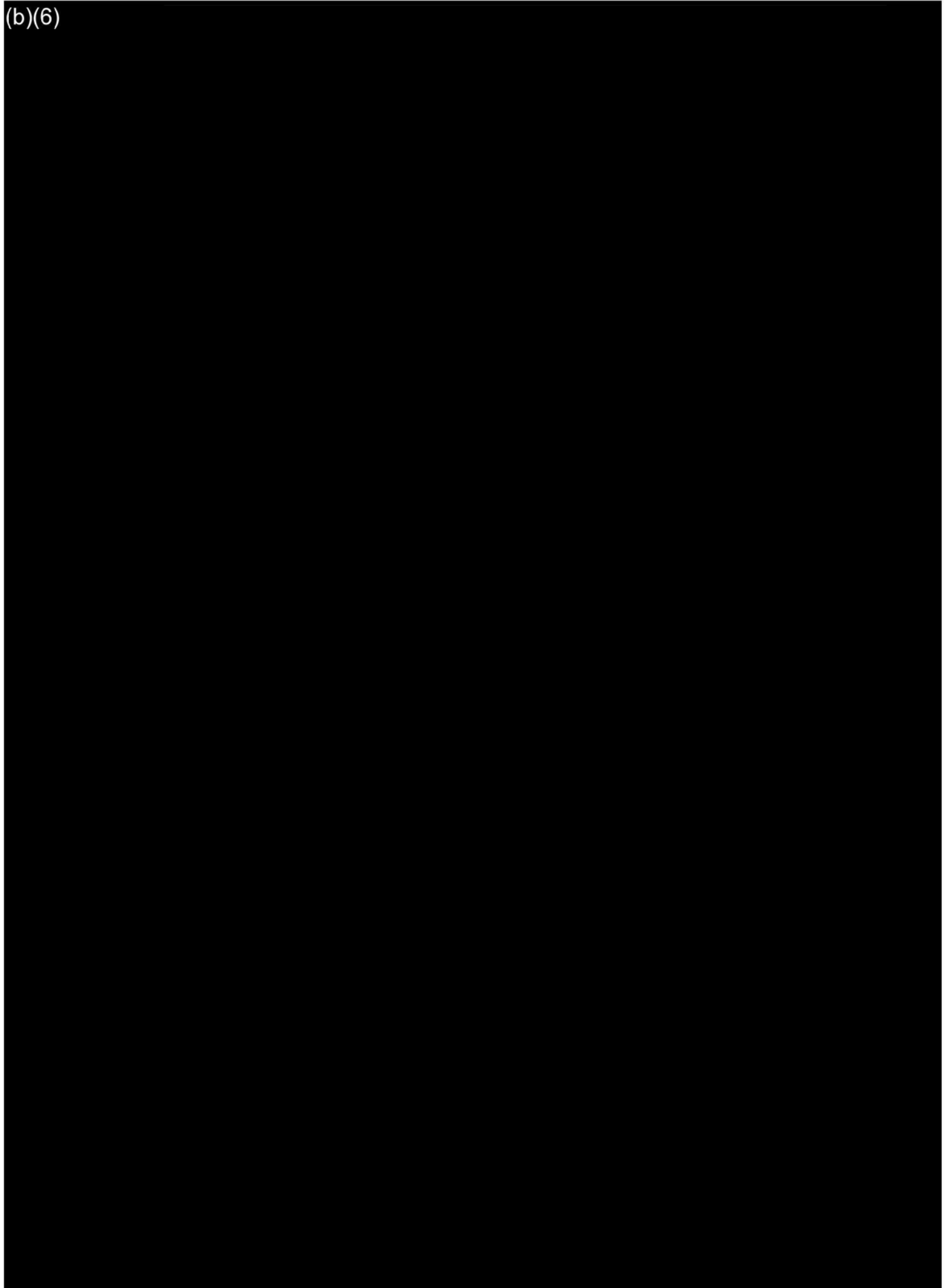
DoD Cyber Workforce Information Assurance Technician – Level 2 with the following CompTIA  
Certifications:

1. CompTIA A+ Computing Environment Certification Valid thru February 26, 2027
2. CompTIA Security + Computing Environment Certification Valid thru February 26, 2027

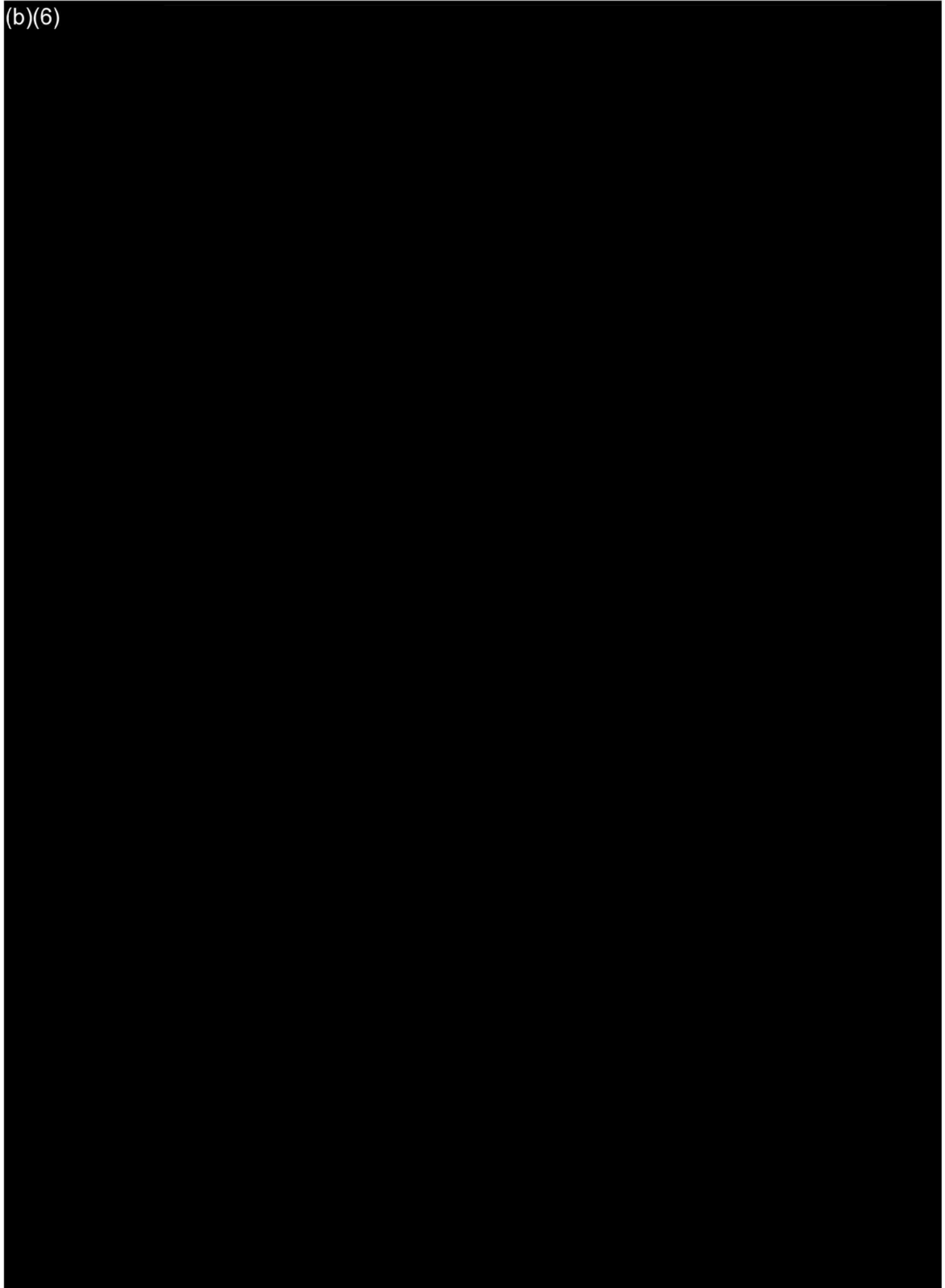
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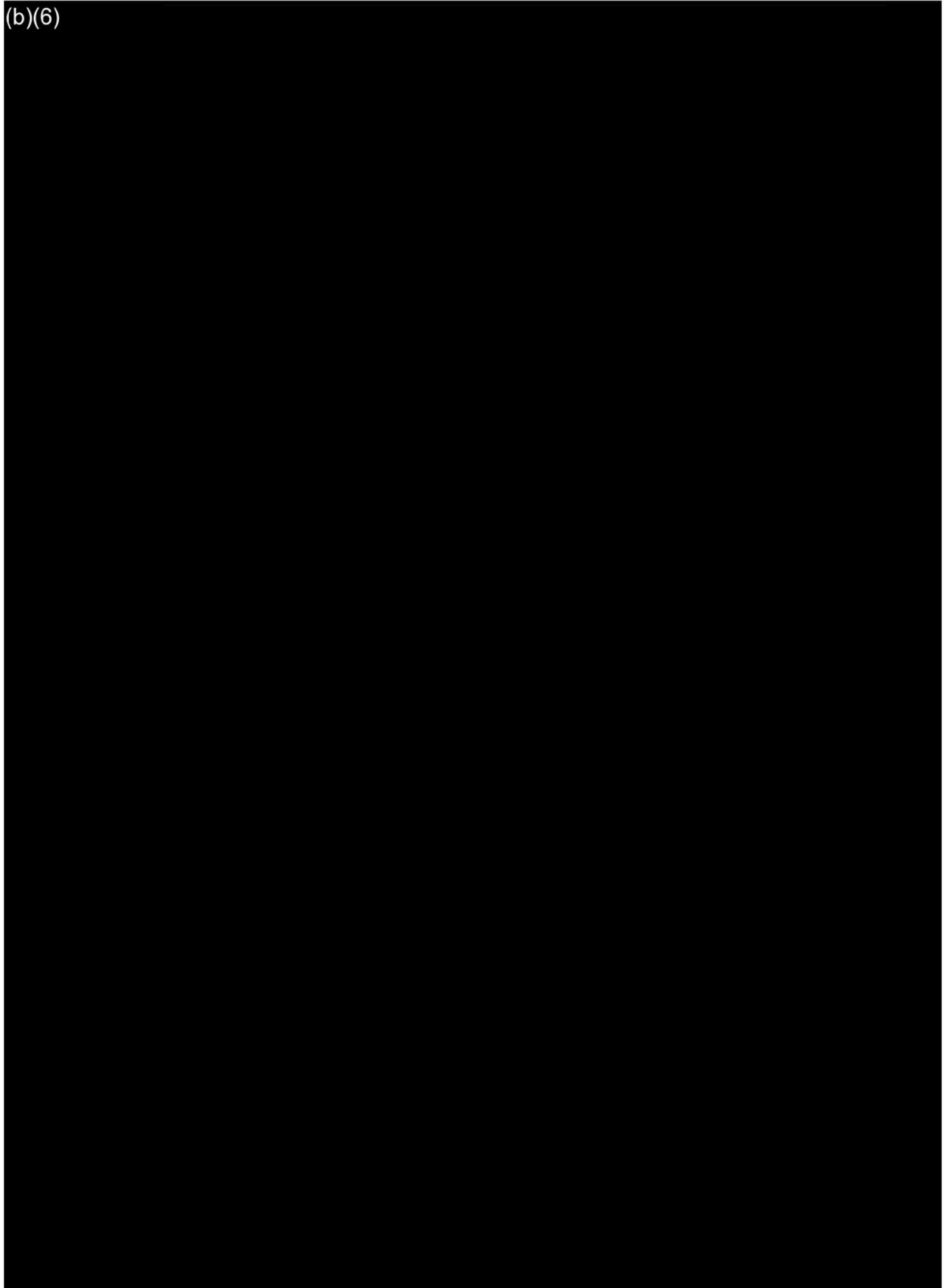
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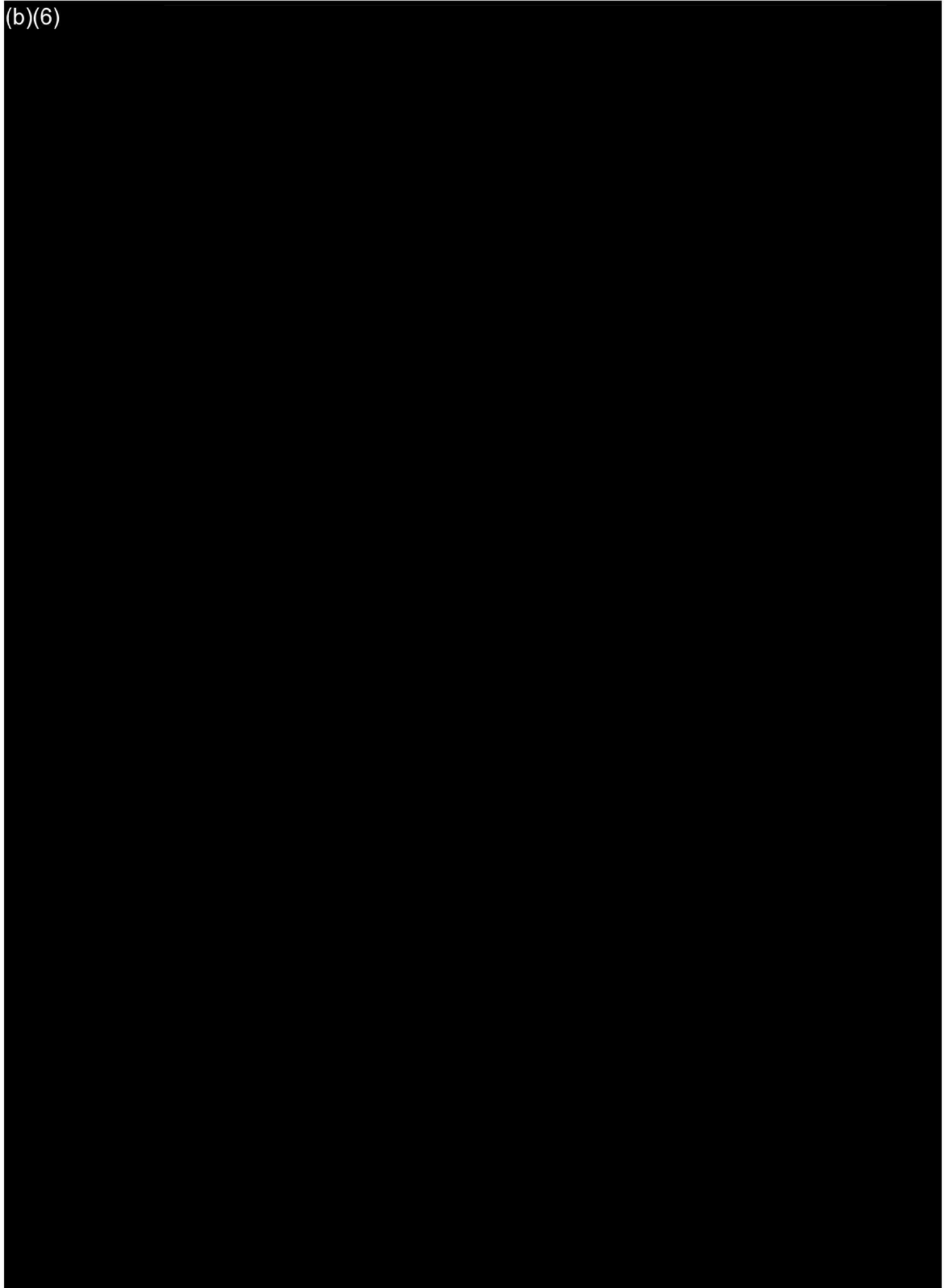
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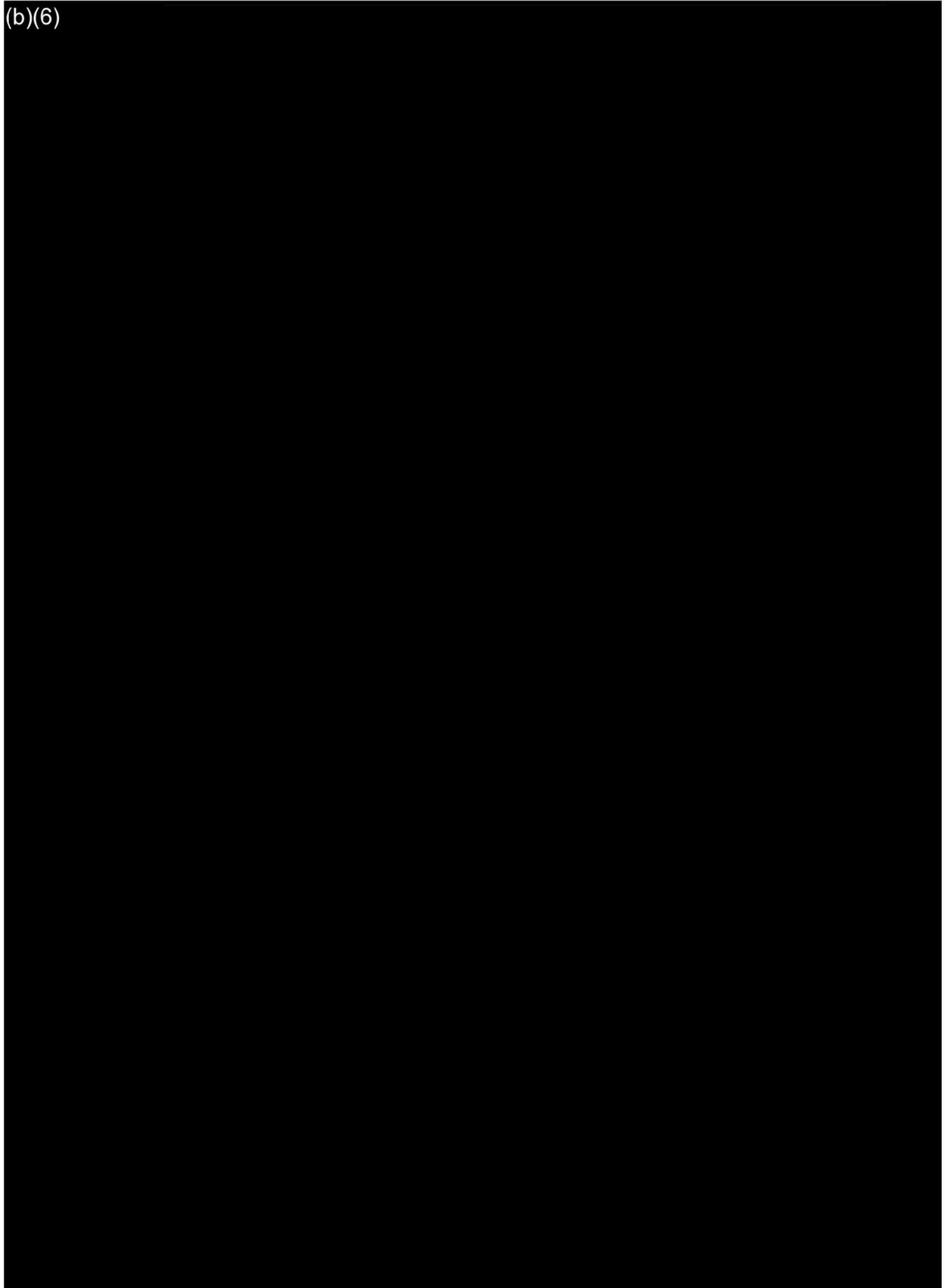
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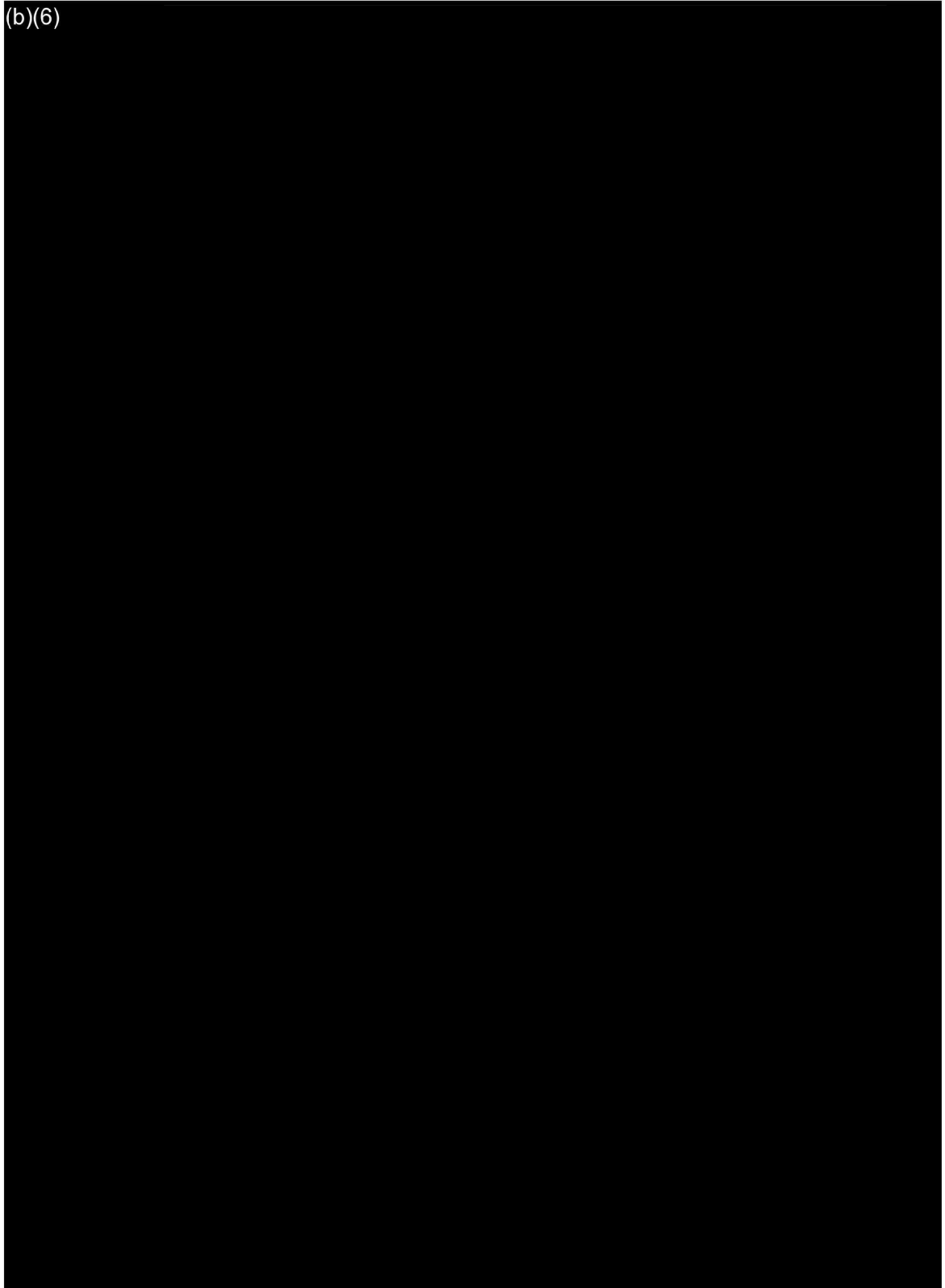


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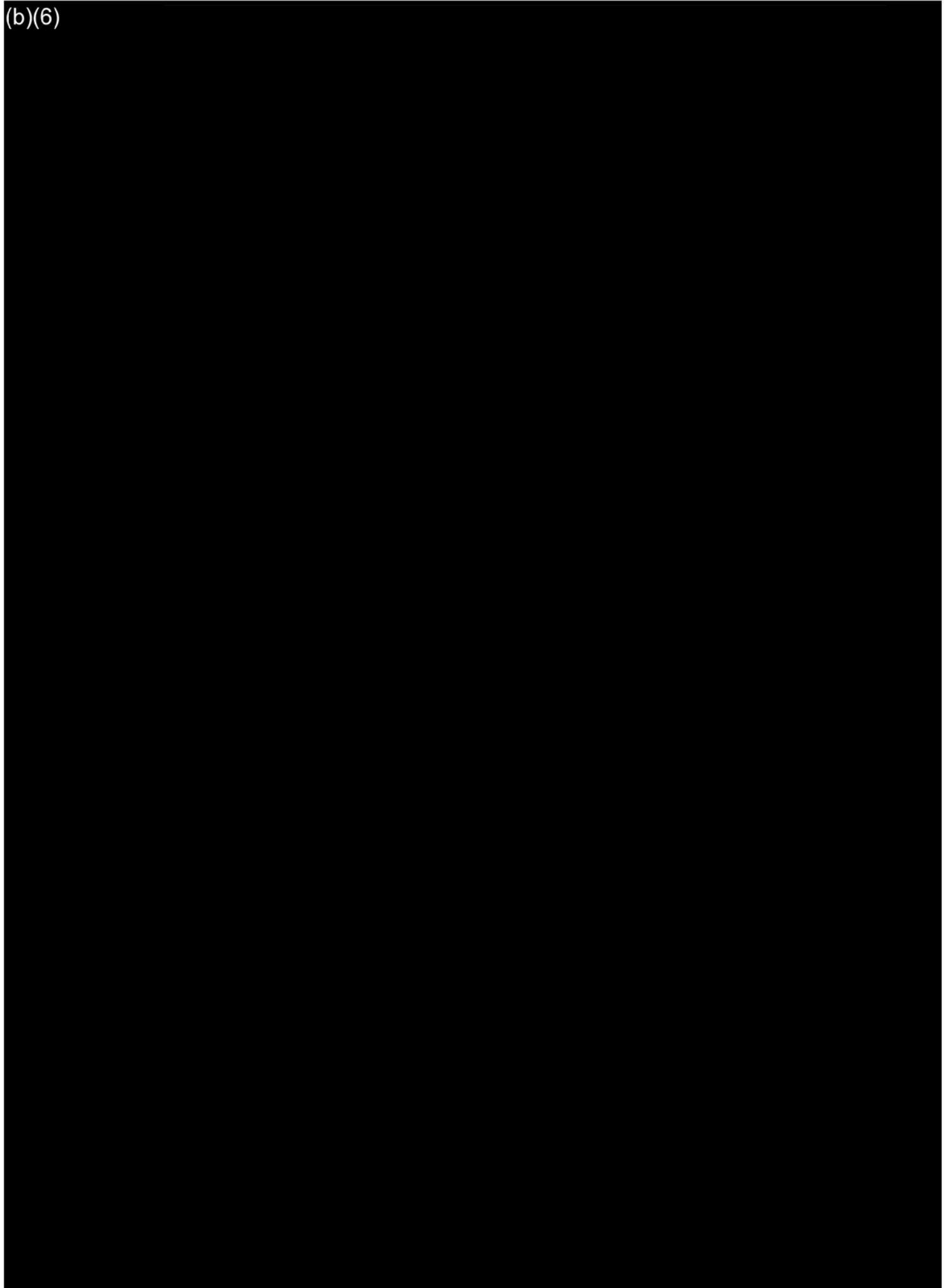




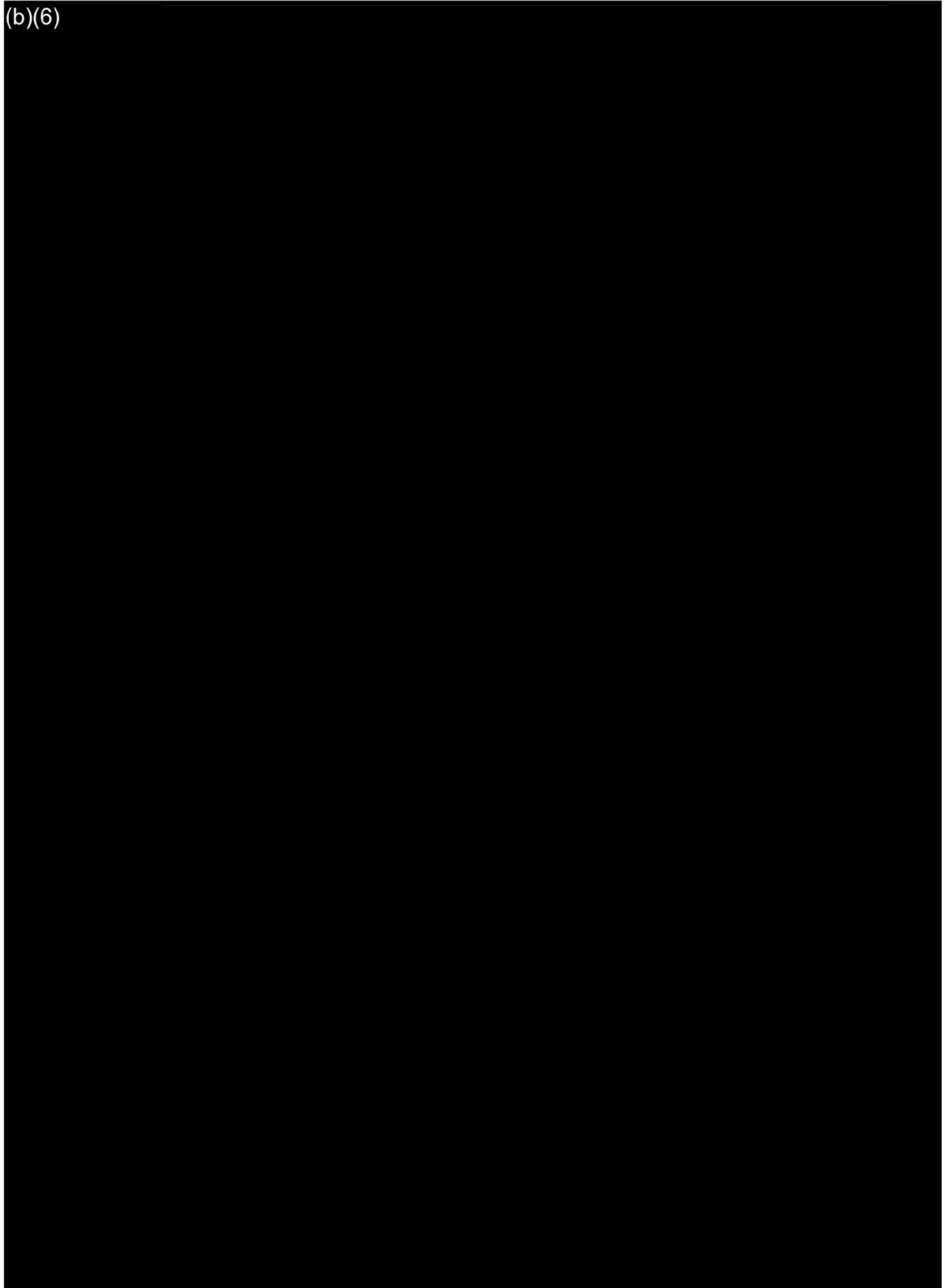
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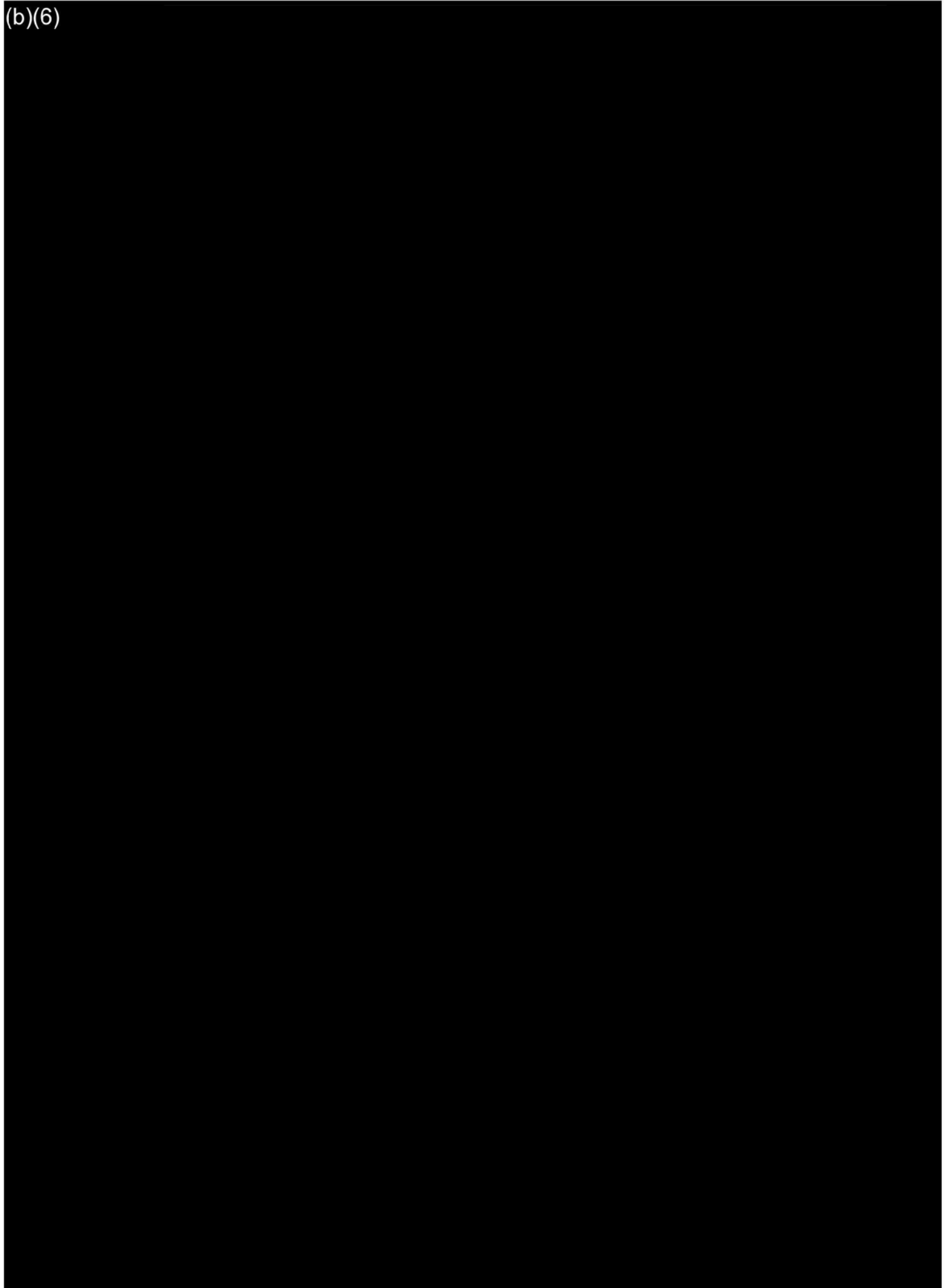
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(b)(6)



## NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) <b>Nelson Zachary E</b>				2. Social Security Number <b>(b)(6)</b>		3. Date of Birth <b>(b)(6)</b>		4. Effective Date <b>09-24-2023</b>			
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>						
5-A. Code <b>906</b>		5-B. Nature of Action <b>Reports To Changes</b>			6-A. Code		6-B. Nature of Action				
5-C. Code		5-D. Legal Authority			6-C. Code		6-D. Legal Authority				
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority				
7. FROM: Position Title and Number <b>Power System Control Craftsman Trainee 5 PD: J07864 Position: 00002742</b>					15. TO: Position Title and Number <b>Power System Control Craftsman Trainee 5 PD: J07864 Position: 00002742</b>						
8. Pay Plan <b>BB</b>	9. Occ. CD <b>2604</b>	10. Grade/Level <b>00</b>	11. Step/Rate <b>00</b>	12. Total Salary <b>\$59.63</b>	13. Pay Basis <b>PH</b>	16. Pay Plan <b>BB</b>	17. Occ. CD <b>2604</b>	18. Grade/Level <b>00</b>	19. Step/Rate <b>00</b>	20. Total Salary/Award <b>\$59.63</b>	21. Pay Basis <b>PH</b>
12A. Basic Pay <b>\$59.63</b>		12B. Locality Adj. <b>\$0</b>	12C. Adj. Basic Pay <b>\$59.63</b>		12D. Other Pay <b>\$0</b>	20A. Basic Pay <b>\$59.63</b>		20B. Locality Adj. <b>\$0</b>	20C. Adj. Basic Pay <b>\$59.63</b>		20D. Other Pay <b>\$0</b>
14. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Transmission Services Spokane District PSC Bell  DN00820TFSC Spokane WA USA</b>						22. Name and Location of Position's Organization <b>DEPARTMENT OF ENERGY, BPA Transmission Services Spokane District PSC Bell  DN00820TFSC Spokane WA USA</b>					
<b>EMPLOYEE DATA</b>											
23. Veterans Preference <b>(b)(6)</b>				24. Tenure <b>I</b>			25. Agency Use		26. Veterans Preference for RIF <b>(b)(6)</b>		
27. FEGLI <b>Y5</b>				28. Annuitant Indicator <b>9</b>			29. Pay Rate Determinant <b>0</b>				
30. Retirement Plan <b>K</b>			31. Service Comp. Date (Leave) <b>FERS and FICA</b>			32. Work Schedule <b>F</b>			33. Part-Time Hours Per Biweekly Pay Period <b>10-17-1997</b>		
<b>POSITION DATA</b>											
34. Position Occupied <b>1</b>				35. FLSA Category <b>N</b>		36. Appropriation Code <b>RR-CF02</b>			37. Bargaining Unit Status <b>1468</b>		
38. Duty Station Code <b>532110063</b>			39. Duty Station (City-County-State or Overseas Location) <b>Spokane Spokane WA USA</b>								
40. Agency Data		41. EMPL ID <b>(b)(6)</b>		42.		43.		44. PAR Number:			
45. Remarks											
46. Employing Department or Agency <b>DEPARTMENT OF ENERGY</b>						50. Signature/Authentication and Title of Approving Official					
47. Agency Code <b>DN00</b>		48. Personnel Office ID <b>4237</b>		49. Approval Date <b>09-29-2023</b>		Electronically Signed by: <b>Liza A. Rosa Director, Human Resources Service Center</b>					

# NOTICE TO EMPLOYEE

This is your copy of the official notice of a personnel action. Keep it with your records because it could be used to make employment, pay, and qualifications decisions about you in the future.

## The Action

- Blocks 5-B and 6-B describe the personnel action(s) that occurred.
- Blocks 15-22 show the position and organization to which you are assigned.

## Pay

- When the personnel action is an award or bonus, block 20 shows the amount of that one-time cash payment. When the action is not an award or bonus, block 12 shows your former total annual salary, and block 20 shows your new total annual salary (block 20C plus 20D). The amounts in blocks 12 and 20 do not include any one-time cash payments (such as performance awards and recruitment or relocation bonuses) or payments that may vary from one pay period to the next (such as overtime pay), or other forms of premium pay.
- Block 20A is the scheduled amount for your grade and step, including any special salary rate you receive. It does not include any locality-based pay. This rate of pay serves as the basis for determining your rate of pay upon promotion, change to a lower grade, or reassignment, and is used for pay retention purposes.
- Block 20B is the annual dollar amount of your interim Geographic Adjustment or, beginning in 1994, your locality-based comparability payment.
- Block 20C is your Adjusted Basic Pay, the total of blocks 20A and 20B. It serves as the basis for computing your retirement benefits, life insurance, premium pay, and severance pay.
- Block 20D is the total dollar amount of any Retention Allowances, Supervisory Differentials, and Staffing Differentials that are listed in the remarks block. These payments are made in the same manner as basic pay, but are not a part of basic pay for any purposes.

## Block 24 - Tenure

- Identifies the nature of your appointment and is used to determine your rights during a reduction in force (RIF). Tenure groups are explained in more detail in subchapter 2 6 of FPM Supplement 296-33 and RIF is explained in FPM Supplement 351- 1; both should be available for review in your personnel office.

## Block 26 - Veterans Preference for RIF

- Indicates whether you have preference for reduction-in-force purposes.

## Block 30 - Retirement Plan

- **FICA** - Social Security System
- **CS** - Civil Service Retirement System
- **CS-Spec** - Civil Service Retirement for law enforcement and firefighter personnel
- **FS** - Foreign Service Retirement and Disability System
- **FERS** - Federal Employees' Retirement System
- **FERS-Reserve Tech** - Federal Employees' Retirement System for National Guard Reserve Technicians
- **FERS-ATC** - Federal Employees' Retirement System for Air Traffic Controllers
- **FERS-Spec** - Federal Employees' Retirement System for law and firefighter personnel
- **FSPS** - Foreign Service Pension System

## Block 31 - Service Computation Date (Leave)

- Shows when your Federal service began unless you have prior creditable service. If so, this date is constructed to include your total years, months and days of prior creditable civilian and military service.
- Full-time employees with fewer than 3 years of service earn 4 hours of annual leave each pay period; those with 3 or more years but less than 15 years earn 6 hours each pay period; and those with 15 or more years earn 8 hours each pay period.
- Your earnings and leave statement or your time and attendance card will show the rate at which you earn leave and your current unused leave balance.

## Block 32 - Work Schedule

- Your work schedule is established by your supervisor.
- A full-time employee works on a prearranged scheduled tour of duty that is usually 40 hours per week. A part-time employee has a prearranged scheduled tour of duty that is usually between 16 and 32 hours per week.
- An intermittent employee has no scheduled tour of duty and works when needed.
- Full-time and part-time employees whose appointments are for 90 days or more are usually eligible to earn annual leave; intermittent employees are not.
- Seasonal employees work on an annually recurring basis for periods of less than 12 months each year; they may have a full-time, a part-time, or an intermittent schedule during their work season.
- On-call employees work during periods of heavy workload and are in pay status for at least 6 months of each year; they may have either a full-time or a part-time schedule when they are in pay status.

## Block 33 - Part-time Hours Per Biweekly Pay Period

- Indicates the number of hours a part-time employee is scheduled to work during a two week pay period.

## Block 34 - Position Organization

- Identifies the employment system under which you are serving -- the Competitive Service, the Excepted Service, or the Senior Executive Service (SES).
- The employment system determines your eligibility to move to other jobs in the Federal service, your rights in disciplinary and adverse actions, and your eligibility for reemployment if you leave Federal service.

## Block 35 - FLSA Category

- Exempt employees are not covered by the minimum wages and overtime law (the Fair Labor Standards Act); nonexempt employees are covered.

## Block 37 - Bargaining Unit Status

- Identifies a bargaining unit to which you belong, whether or not you are actually a member of a labor organization. Code "7777" indicates you are eligible but not in a bargaining unit; code "8888" indicates you are ineligible for inclusion in a bargaining unit.

## Blocks 38 and 39 - Duty Station

- Identifies the city, county, and state or the overseas location, where you actually work.

## OTHER INFORMATION

- If your appointment entitles you to elect health benefits or life insurance, and you have not been provided materials explaining the programs available and the enrollment forms, contact your personnel specialist.
- Your personnel specialist will also tell you if your position is covered by an agreement between an employee organization (union) and your agency. If you are eligible to and elect to join an employee organization, you can elect to have your dues withheld from your salary.
- If you have questions or need information about your rights or benefits, ask your supervisor or your personnel office.
- Definitions for any coded data in Blocks 1-24, 27-39 and 45-50 may be found in Federal Personnel Manual Supplement 291- 1.

It is your responsibility to read all the information on the front of this notice and tell your personnel office immediately if there is an error in it.