



***PUBLIC NOTICE FOR POSITION BEING FILLED UNDER  
DIRECT HIRE AUTHORITY (DHA)  
FOR RECENT GRADUATES***

**Public Notice Number:** SAC-DHA-RG-25-001

**Opening and Closing Dates:** 16 – 06 January 2025 (11:59pm EST)

**Position Title:** Visual Information Specialist

**Series/Grade:** GS-1084-07/09/11, full performance level GS-11

**Duty Location:** U.S. Army Corps of Engineers, Charleston District, Charleston, SC

**Salary Range:** \$49,025 to \$94,317

**Who May Apply:** U.S Citizens

**Work Schedule:** Full-time

**Appointment Type:** Permanent

**Service:** Competitive

**Remote Eligible:** No

**Telework Eligible:** Yes—as determined by the agency policy

**Incentives:** Relocation and Recruitment incentives MAY be available

**Recent Graduate DHA Eligibility Requirements:**

- 1) Must apply within two years of obtaining a degree or certificate completion; **OR**
- 2) Will graduate within 9 months; **OR**
- 3) Veterans precluded from doing so due to their military service obligation, who have up to six years after degree completion to apply.

**Responsibilities/Duties:** As a Recent Graduate, you will be under the direct management of the Public Affairs Chief. You will be assigned tasks designed to familiarize you with different aspects of Visual Information. Tasks will vary depending on the current workload, but may include the following:

- 1) Plans and designs visual information material including printed publications, multimedia, video, photography, exhibits, logos, signs, and certificates etc.
- 2) Works with customers, subject matter experts, and authors to determine themes and purpose of project factoring in the product goals and the background of the target audience.
- 3) Performs front-end analysis of all work assigned and will follow established procedures and guidelines while applying knowledge and artistic abilities.
- 4) Develops concepts, layouts and designs through frequent coordination and interface with customer.
- 5) Researches, develops, designs, and prepares original creative products that enhance and support US Army Corps of Engineers communications efforts.
- 6) Responsible for providing AV support.

**Qualifications Requirements:**

**Specialized Experience (GS-07):** One year of specialized experience which includes work performed at the next lower grade in the federal service (GS-05); **OR** Education: One full year of graduate level education in a field which demonstrates the knowledge, skills, and abilities necessary to do the work of the position; **OR** bachelor's degree with Superior Academic Achievement. To be acceptable, the program must be from an accredited college or university. Superior Academic Achievement is based on:

- 1) Class Standing - Applicants must be in the upper third of the graduating class in the college, university, or major subdivision, such as the College of Liberal Arts or the School of Business Administration, based on completed courses; **OR**
- 2) Grade-Point Average (G.P.A.) - Applicants must have a grade-point average of either (a) 3.0 or higher out of a possible 4.0 ("B" or better) as recorded on your official transcript; **OR**
- 3) Honor Society Membership - Applicants may be considered eligible based on membership in one of the approved national scholastic honor societies listed by the Association of College Honor Societies (<https://www.achshonor.org/>)

**Specialized Experience (GS-09):** One year of specialized experience which includes work performed at the next lower grade in the federal service (GS-07); **OR** Education: Master's or equivalent graduate degree or 2 full years of progressively higher-level graduate education leading to a degree in a field which demonstrates the knowledge, skills, and abilities necessary to do the work of the position; **OR** Combination of Education and Experience.

**Specialized Experience (GS-11):** One year of specialized experience which includes work performed at the next lower grade in the federal service (GS-09); **OR** Education: Ph.D. or equivalent doctoral degree or 3 full years of progressively higher-level graduate education leading to such a degree or LL.M. in a field which demonstrates the knowledge, skills, and abilities necessary to do the work of the position; **OR** Combination of Education and Experience.

\*Combination of Education and Experience: A combination of education and experience may be used to qualify for this position at the GS-09 or 11 as long as the computed percentage of the requirements is at least 100%.

**Conditions of Employment:**

- 1) Must meet suitability for Federal employment
- 2) Will be required to provide proof of U.S. Citizenship
- 3) Male applicants born after December 31, 1959 must complete a Pre-employment Certification Statement for Selective Service Registration
- 4) Personnel security investigation required
- 5) Will be required to serve a 1-year trial period
- 6) May be required to work on any day or shift, including PMs, nights, weekends, holidays, or on an "on call" basis, necessary to meet mission requirements
- 7) May be required to lift heavy items up to 50lbs
- 8) May require TDY up to 10% of the time.
- 9) This is a Career Program (CP) 34 position
- 10) Reasonable accommodation is available to qualified employees with disabilities

**How to Apply:** Please complete the registration form and provide your current resume at: <https://usace.yello.gov.com/external/requisitions/Zu2jr9g5DRe7Dg6rLa1t9w>; **OR QR Code:**



Transcripts will be required if selected for an interview.

Application packages with resumes will be accepted through 11:59pm EST on 06 January 2025

For more information on the Charleston District:

<https://www.sac.usace.army.mil/>