

## Job Announcement Number

NE-12702731-TR-25-010

# Overview

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<b>Job Title</b>	COST ACCOUNTANT	<b>Department</b>	Department of the Army
<b>Agency</b>	Army National Guard Units	<b>Hiring Organization</b>	N/A
<b>Open &amp; Closing Dates</b>	02/28/2025 to 03/17/2025	<b>Application Count</b>	N/A
<b>Salary</b>	\$61,111.00 to \$96,116.00 Per Year	<b>Pay Scale &amp; Grade</b>	GS-9-11
<b>Locations</b>	Lincoln, Nebraska	<b>Remote Job</b>	No
<b>Telework Eligible</b>	Yes - as determined by the agency policy.	<b>Travel Required</b>	Occasional travel - You may be expected to travel for this position.
<b>Relocation Expenses Reimbursed</b>	No	<b>Appointment Type</b>	Permanent
<b>Work Schedule</b>	Full-time	<b>Service</b>	Excepted
<b>Promotion Potential</b>	None	<b>Job Family (Series)</b>	0510 - Accounting
<b>Supervisory Status</b>	No	<b>Security Clearance</b>	Secret
<b>Drug Test</b>	No	<b>Position Sensitivity And Risk</b>	Non-sensitive (NS)/Low Risk
<b>Trust Determination Process</b>	Credentialing, Suitability/Fitness	<b>Financial Disclosure</b>	No
<b>Bargaining Unit Status</b>	No		

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## Summary

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**THIS IS A TITLE 5 EXCEPTED SERVICE POSITION WITH THE NEBRASKA ARMY NATIONAL GUARD.**

This National Guard position is for a COST ACCOUNTANT, Position Description Number **T5137P01** and is part of **USPFO**, Nebraska Army National Guard.

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## Learn More About This Agency

### Marketing Message

The National Guard is the oldest component of the Armed Forces of the United States. Since the earliest American colonial days, citizens have joined together for collective defense. We have a proud tradition of coming to the aid of our friends and neighbors in times of serious emergencies. Join our National Guard team and serve your nation, your states and your community!

### Marketing Link

<https://ne.ng.mil/Pages/Home.aspx>

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## This Job Is Open To

### Hiring Paths

Internal to an agency - appears on USAJOBS

### Hiring Paths Clarification Text

TITLE 5 EXCEPTED SERVICE POSITION OPEN TO AREA 1; I am a current full-time permanent, indefinite or term of the USPFO ONLY.

# Videos

## Marketing Video Link 1

N/A

## Marketing Video Link 2

N/A

# Duties

## Duties

As a COST ACCOUNTANT, GS-0510-9/11, duties include:

- 1. Cost Accounting:** The incumbent will analyze, examine, and interpret accounting data, records, and reports to determine past costs, identify improperly recorded costs, and reallocate cost to ensure they are recorded in proper cost structure. Incumbent will utilize GFEBs to inform managers of the cost of performing various functions associate with Service Level Agreements (SLA) and Service Support Programs (SSP) and assist them in using their funds in a more cost efficient and cost-effective manner in support of their goals. Incumbent furnishes advice and assistance to management on accounting and financial management matters, analyzes information, resolves conflicting data, and formulates recommendations for management decisions. Coordinates and integrates analytical activities related to cost accounting and management. Using appropriate costing methodologies, the incumbent develops cost accounting data to provide accurate and timely financial information to satisfy command information requirements and to document full costs of installation activities. Accounting theories, concepts, principles, and standards are used to in internal matters involving regulatory requirements, statutory provisions, in internal matters involving regulatory requirements, statutory provisions, procedures, systems, or problems arising from changes in mission, programs or organizational structure. Monitors and assists in implementation of approved and directed procedural and cost management changes. Evaluates proposed regulatory changes and employee suggestions referred by the USPFO and provides comments and recommendations.
- 2. Managerial Accounting:** Provides accounting advice and recommendations to program managers and the installation staff. Determines, selects, organizes, and analyzes appropriate data for the effectiveness and/or efficiency of operations for use in executing performance measurements. Interprets financial management policy and provides guidance to staff elements. Identifies, monitors and reports trends and performance measurements that will aid managers in making financial management decisions. Manages the General Ledger to ensure the reconciliation of all General Ledger Tie Point issues and taking corrective action to input or reverse spending chain transaction or coordination with the DFAS Tie Point team for GFEBs Tier 2 corrections. Reviews and analyzes General Ledge Abnormal Balances, and takes corrective action to correct, or coordinates with the DFAS General Ledger team for correction. Participates in formal briefings and meetings to provide advice and assistance.
- 3. Plans, coordinates, and performs comprehensive reviews, special studies, and selective internal examinations of USPFO functions pertaining to cost management environment under the General Fund Enterprise Business System (GFEBs) and its interfacing feeder systems (STANFINS/ AFCOS, SPS, DTS, DCPS, GCSS-A, ODS, FCM, IATS). Conducts detailed analysis on Interfacing System Information Documents (IDOCs) and takes corrective action to ensure proper system master data allows for proper interfacing. Manages the Interfund process to ensure all transactions are appropriately cleared from the Interfund Uncleared List. Corrective action includes detailed analysis and collaboration with the DFAS Defense Cash Accounting Ability System team and the DFAS del Mar team. Applies a knowledge of military and civilian pay entitlements and allowances and military and civilian travel entitlements; knowledge of the USPFO organization, mission, and functions; a thorough understanding of management, organization, and resources utilization policies and principles, and knowledge of review and analysis techniques including statistical sampling techniques and procedures. Identifies such problems as document flow and controls, inaccurate records and reports, regulatory compliance, conflicts with regulatory guidance, and correctness of payment and accounting for public funds. Analyzes and evaluates findings, determines types of corrective/improvement actions needed, and develops formal reports for submission to the Financial Manager. Recommends changes to procedures and practices covering all functional areas, additional training, and changes in the utilization of resources.**
- 4. Confers with representatives of other local offices/directorates to resolve USPFO problems associated with improper cost management attributable to functions under their jurisdiction. Confers with representative of higher headquarters or other agencies to coordinate scheduled assistance visits, furnish requested data or information concerning completed or ongoing local reviews/projects, respond to questions, provide on-site assistance, discuss identified but not fully resolved problems, and obtain additional information to accomplish required/recommended actions and/or future program efforts.**

Performs other duties as assigned.

# Requirements

## Conditions Of Employment

Males born after 31 December 1959 must be registered for Selective Service.

Obtain/maintain the level of security clearance/background check required

May be required to successfully complete a probationary period.

Direct Deposit is mandatory

Possess a valid state driver's license to operate motor vehicles.

Complete all Financial Management Program requirements in order to obtain/maintain a FMC Level 3.

## Qualifications

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### **Security Clearance/Background Check requirements:**

In order to comply with US DOD requirements and ensure the safety and security of the missions, programs, property and personnel of the Nebraska Military Department, employees must obtain the appropriate background investigation and maintain the level of security clearance assigned to their respective work.

Failure to obtain, within one year of appointment, and maintain the designated type of security clearance/background check required for the respective work may result in a job offer being rescinded, separations of employment, or other actions as may be deemed in the best interest of the agency.

Prior to appointment individuals must meet the security clearance requirements for the position or submit the required documents of the Nebraska National Guard, Personnel Security Manager for processing the appropriate investigation. Required forms: SF86, PSIP Initiation Form, Fingerprints, OF306 and Application/Resume.

**Nebraska National Guard Personnel Security Manager - Please send all inquires to [ng.ne.nearng.mbx.persec@army.mil](mailto:ng.ne.nearng.mbx.persec@army.mil)**

### **GENERAL EXPERIENCE:**

Skill in collecting and analyzing data effectively, efficiently, and accurately;

- Skill in applying procedures and directives by reading and interpreting program material;

- Skill in presenting formal training presentations and briefings;

- Ability to prepare reports and presentation formats **SPECIALIZED EXPERIENCE:** Must Possess at least 1 year experience at the previous lower grade or equivalent experience and education in accounting experiences and competencies that provided knowledge of principles and procedures. Candidate must have an excellent understanding of the basic principles and concepts of the accounting business program requirements. Experiences and training that demonstrate the ability to conduct accounting business in accordance with directives and policies; the ability to study and evaluate the existing internal control systems to determine the level of reliability; and, the skills to determine the appropriate procedures needed to validate system reliability. Must have the ability to obtain sufficient reliable evidence through inspection, observation, inquiries, and confirmation to provide a reasonable basis for an opinion regarding the activity under examination. Experiences and education must demonstrate his or her ability to follow directions, to read, retain, and understand a variety of instructions, regulations, policies and procedures. As a condition of continued employment in the GS-0510-11 position, dependent on the position's certification level, the employee must complete the financial management requirements for certification within 24 months of appointment to the position.

### **Education**

There is an education requirement for this position listed under Experience requirements. Transcripts MUST be submitted to verify applicants meet these requirements

**Degree:** Bachelor's degree in accounting; or a degree in a related field such as business administration, finance, or public administration that included or was supplemented by 24 semester hours in accounting. The 24 hours may include up to 6 hours of credit in business law. (The term "accounting" means "accounting and/or auditing" in this standard. Similarly, "accountant" should be interpreted, generally, as "accountant and/or auditor.")

### **Additional Information**

If you are a male applicant who was born after 12/31/1959 and are required to register under the Military Selective Service Act, the Defense Authorization Act of 1986 requires that you be registered or you are not eligible for appointment in this agency (<https://www.sss.gov/RegVer/wfRegistration.aspx>).

### **Conditions of Employment**

1. THIS IS A FINANCIAL MANAGEMENT LEVEL 2 Certified position designated as such in accordance with the National Defense Authorization Act (NDAA) 2012, Public Law 112-81, Subtitle F-Financial Management, section 1051, amending 10 United States Code, section 1599d. Incumbent of this position is required to comply with all Department of Defense and Department of the Army requirements of this certification program. This certification requirement is a condition of employment for this position. Failure to obtain this certification within the required time may subject the incumbent to adverse action.

2. Must be able to obtain and maintain the appropriate security clearance of the position.

3. May occasionally be required to work other than normal duty hours; overtime may be required.

### **Benefits**

N/A

### **Benefits Link**

<https://www.abc.army.mil/>

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## **How You Will Be Evaluated**

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Once the announcement has closed, your resume and supporting documentation will be used to determine if you meet the qualifications listed on this announcement. Your answers to the assessment questionnaire will be verified against information provided in your resume and other

supporting documentation. Be sure that your resume clearly supports your responses to all the questions addressing experience and education relevant to this position.

In describing your experience, please be clear and specific, we will not make assumptions regarding your experience. If, after reviewing your resume and supporting documentation, a determination is made that you have inflated your qualifications or experiences, your rating will be adjusted or you may be excluded from consideration for this position.

Your qualifications will be evaluated against general and specialized experience under the "Qualifications" section and against the following competencies (knowledge, skills, abilities and other characteristics):

Accounting Analysis, Customer Service, and Financial Concepts, Policies, and Principles

#### **NUMERIC CATEGORY:**

Applicants who meet the basic qualification requirements will be placed in a numeric group based upon ranking factors such as knowledge, skills, abilities, and behaviors as reflected in their application package. Refer to NE TPR 335 dated 4 April 2018.

#### **Numeric category ratings are:**

**Highly-Qualified: 90-100 points.** To be highly-qualified, an applicant substantially exceeds the minimum qualifications of the position, including all selective placement factors and are fully competent to effectively perform all the job requirements in the position almost immediately with minimum training or orientation;

**Well-Qualified: 80-89 points.** To be well qualified, an applicant meets the minimum qualifications of the position and is proficient in most, but not all, of the requirements of the position. May require some training or orientation to satisfactorily perform the duties of the position;

**Qualified: 70-79 points.** To be qualified, an applicant meets the minimum qualifications of the position and is proficient in some, but not all, of the position's requirements. Will require extensive training or orientation to satisfactorily perform the duties of the position.

#### **Veterans' Preference:**

Assessed applicants are placed in the appropriate numeric category and ranked according to preference eligibility and non-preference eligibility. All qualified preference eligibles are placed ahead of non-preference eligibles within their numeric category.

Read about Veterans' Preference here: <https://www.opm.gov/policy-data-oversight/veterans-services/vet-guide-for-hr-professionals/#2>

To preview the assessment questionnaire, please use the following link: <https://apply.usastaffing.gov/ViewQuestionnaire/12702731>.

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## Required Documents

### Required Documents

To apply for this position, you must submit a complete Application Package which includes:

1. Your **resume** showing work schedule, hours worked per week, dates (format should include Month and Year) of employment and duties performed.

Use this link for [Resume Tips](#).

2. **Other supporting documents (optional)**

- Cover Letter
- DD-214 (Required for Veterans' Preference)
- Other
- Other Veterans Document
- SF-50
- Transcript

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## How To Apply

### How To Apply

To apply for this position, you must complete the online application and submit the documentation specified in the Required Documents section below.

A complete application package must be submitted by 11:59 PM (Eastern) on the closing date of the announcement to receive consideration.

To begin, click **Apply** to access the online application. You will need to be logged into your USAJOBS account to apply. If you do not have a USAJOBS account, you will need to create one before beginning the application.

Follow the prompts to **select your resume and/or other supporting documents** to be included with your application package. You will have the opportunity to upload additional documents to include in your application before it is submitted. Your uploaded documents may take several hours to clear the virus scan process.

After acknowledging you have reviewed your application package, complete the Include Personal Information section as you deem appropriate

and **click to continue with the application process.**

You will be taken to the online application which you must complete in order to apply for the position. Complete the online application, verify the required documentation is included with your application package, and submit the application.

To verify the status of your application, log into your USAJOBS account (<https://my.usajobs.gov/Account/Login>), all of your applications will appear on the Welcome screen. The Application Status will appear along with the date your application was last updated. For information on what each Application Status means, visit: <https://www.usajobs.gov/Help/how-to/application/status/>.

## Agency Contact Information

### Questions About This job

Jon Sronce  
Phone: 402-309-8173  
Email: [jon.c.sronce.civ@army.mil](mailto:jon.c.sronce.civ@army.mil)

### Agency Information

NE USPFO Accounting  
2433 NW 24th Street  
Lincoln, NE 68524

## Next Steps

Once your online application is submitted you will receive a confirmation notification by email. Your application will be evaluated by the Human Resources Office to determine your eligibility for the position. After the evaluation is complete, you will receive another notification regarding the status of your application.

### Applicants will be referred in the following order:

1. AREA 1 USPFO APPLICANTS ONLY

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## Release URL

### Release URL

<https://www.usajobs.gov/GetJob/ViewDetails/832947600>