

Job Announcement Number

NE-12703918-TF-25-007

Overview

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|---------------------------------------|---|--------------------------------------|--|
| Job Title | FINANCIAL MANAGEMENT ANALYST | Department | Department of the Air Force |
| Agency | Air National Guard Units | Hiring Organization | N/A |
| Open & Closing Dates | 02/26/2025 to 03/12/2025 | Application Count | N/A |
| Salary | \$61,111.00 to \$79,443.00 Per Year | Pay Scale & Grade | GS-9 |
| Locations | Lincoln, Nebraska | Remote Job | No |
| Telework Eligible | Yes - as determined by the agency policy. | Travel Required | Occasional travel - You may be expected to travel for this position. |
| Relocation Expenses Reimbursed | No | Appointment Type | Permanent |
| Work Schedule | Full-time | Service | Excepted |
| Promotion Potential | None | Job Family (Series) | 0501 - Financial Administration And Program |
| Supervisory Status | No | Security Clearance | Secret |
| Drug Test | No | Position Sensitivity And Risk | Non-sensitive (NS)/Low Risk |
| Trust Determination Process | Credentialing, Suitability/Fitness | Financial Disclosure | No |
| Bargaining Unit Status | No | | |

Summary

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

This National Guard position is for a FINANCIAL MANAGEMENT ANALYST, Position Description Number **T5635P02** and is part of **155 CPTF**, Nebraska Air National Guard.

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>

This Job Is Open To

Hiring Paths

Federal employees - Excepted service, Internal to an agency - appears on USAJOBS, The public

Hiring Paths Clarification Text

Videos

Marketing Video Link 1

N/A

Marketing Video Link 2

N/A

Duties

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As a FINANCIAL MANAGEMENT ANALYST, GS-0501-9, duties include:

1. Processes data and performs broad-in-depth financial analysis of interrelated accounting, military and civilian pay, accounts payable and receivable, and various travel entitlements to resolve especially difficult and sensitive, out-of-balance conditions associated with processing actions within Financial Management systems. Analyzes and evaluates data to conduct a variety of fiscal reconciliations, reviews, and account adjustments. Reconciles Resource Center Manager (RCM) accounts ensuring data integrity. Coordinates with the Defense Finance and Accounting Service (DFAS) and posts validated accounts to the General Ledger.
2. Analyzes and accurately processes financial services transactions (i.e., payroll, debts, and miscellaneous entitlements) while applying quality assurances techniques. Resolves complex functional problems within the pay system for affected customers. Facilitates the resolution of intricate entitlement discrepancies for serviced customers, and ensures proper interfaces with appropriate DOD agencies and federal financial systems.
3. Analyzes and measures the effectiveness and efficiency of financial operations; reliability of financial reporting; compliance with policies, regulations, applicable laws and guidance; and ensures that internal controls are in place.
4. Aggregates data from multiple financial systems and sources in order to directly or indirectly provide the Comptroller with accurate and timely financial reporting. Ensures the proper documentation, accounting, and auditability of funds, and their traceability to the USPFO in accordance with Department of Defense (DoD) regulations and/or applicable laws.
5. Executes full spectrum pay and entitlement operations (Military Pay, Civilian Pay, Accounting, and Travel Pay). Provides expert interpretation on DoD and DFAS regulatory and administrative guidelines in accordance with generally accepted principles. Interprets policies and collaborates with the financial management enterprise to facilitate best practices and compliance assurance.
6. Resolves pay and entitlement problems unique to the customer. Reviews accounting and pay documents, travel vouchers, and vendor payments to ensure supporting documentation is proper and valid. Performs post-audit voucher reviews. Manages and executes internal control procedures to protect against fraud, waste, and abuse.

--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

Qualifications

This position is open to applicants **Area 1 and 3 ONLY** applicants. What is your current area of consideration?

AREA 1: Currently employed T32/T5 full-time permanent, indefinite and term personnel of the Nebraska Air or Army National Guard

AREA 2: All current Career Conditional/Career Status Federal Employees and Reinstatement Eligibles

AREA 3: Open to Public (Nationwide) - United States Citizens

Exception Area: All On-board T32/T5 in a specific Directorate/Unit/Wing

1. Area 1; I am a current full-time permanent, indefinite or term T32/T5 technician/employee of the Nebraska Army or Air National Guard
2. Area 2; I am a Career Conditional/Career Status Federal Employees or am Reinstatement Eligible
3. Area 3; I am a United States Citizen (for positions advertised as open to Area 3 ONLY, individuals who fall into Areas 1 and 2 should select Area 3)
4. Exception Area: I am a current employee assigned to the specific Directorate/Unit/Wing in which the position is advertised

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 Information Security Specialist - jason.schroeder.10@us.af.mil; 402-309-1129.

GENERAL EXPERIENCE:

In addition to OPM general experience, evaluate applicant's knowledge, skills, and abilities for:

- 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:

GS-09: At least 1 year experience at the previous lower grade or equivalent experience and education, experience that equipped the applicant with the particular to perform, and/or manage administrative fiscal, financial management, accounting or budgetary nature. Provides analytical reasoning in the identification, analysis, and evaluation of financial issues and developing alternative solutions. Involves competencies in analysis, research, writing, and judgment typically gained through academic education or progressively responsible experiences. Requires knowledge and skill in the application of related laws, regulations, precedents, methods and techniques of budgeting. Competencies in self-management, resilience, teamwork, attention to details, creative thinking, integrity, honesty, and positive customer service skills. Work follows established methods and procedures; uses practical knowledge of the operations, procedures, and policies of specific program areas or functional assignment; and typically learns to do the work through specialized experiences

Education

Education:

As a general rule, education is not creditable above GS-5 for most positions covered by this standard; however, graduate education may be credited in those few instances where the graduate education is directly related to the work of the position.

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 & NOTES:

1. Must be able to obtain and maintain the required security clearance.
2. Ability to establish effective professional working relationships with coworkers and customers, contributing to a cooperative working environment and successful accomplishment of the mission.
3. Irregular and/or overtime (compensatory) hours may be required to support operational requirements or contingencies or may be required to work hours outside of the normal duty day.
4. May be required to travel by car, in military and/or commercial aircraft, and by other means of transportation as appropriate to perform temporary duty assignments.5. This position is designated as Essential Personnel and may be subject to duty in preparation for, or in response to, a state emergency or disaster declaration. Head of Agency requests to exceed 14 days in a calendar year must be approved in advance by the National Guard, Director of Manpower and Personnel (NGB-J1).

Certification Level 2: 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.

Benefits

N/A

Benefits Link

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

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):

Advanced Financial Management, Concepts, Policies, and Principles of Finance, Integrity/Honesty, and Teamwork

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.

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.

To preview the assessment questionnaire, please use the following link: <https://apply.usastaffing.gov/ViewQuestionnaire/12703918>.

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

How To Apply

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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

Agency Information

NE 155 CPR FT
2420 W Butler Ave
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. Highly-Qualified Preference Eligibles
2. Highly-Qualified Non-Preference Eligibles
3. Well-Qualified Preference Eligibles
4. Well-Qualified Non-Preference Eligibles
5. Qualified Preference Eligibles
6. Qualified Non-Preference Eligibles

Release URL

Release URL

<https://www.usajobs.gov/GetJob/ViewDetails/832845600>