EX-25-38B-PC (External)
Geographic Information Systems Specialist

The agency will review up to 75 application packages for this position. Applications must be submitted via email and only the first 75 received will be considered.

Overview

Open & Closing Dates

6/12/2025 to 6/27/2025

Service

Excepted

Pay Scale & Grade

GG-14

Salary

$142,488.00 to $ 185,234.00 / Per Year

Appointment Type

Permanent

Work Schedule

Full-time

Location

Arlington, Virginia

Relocation Expenses Reimbursed

No

Telework Eligible

Yes - as determined by the agency policy.

Security Clearance

Moderate Background Investigation

Application Count

75

Job family (Series)

0301 Miscellaneous Administration and Program

Drug Test

Yes

This Job Is Open To

Hiring Path

The public

Hiring Paths Clarification Text

All U.S. Citizens - Current Career United States Postal Service Office of Inspector General, United States Postal Service and United States Postal Inspection Service, and Postal Regulatory Commission Employees will not be considered or selected from this vacancy announcement.

Summary

The USPS OIG is seeking a highly qualified applicant to fill our Geographic Information Systems Specialist (GIS) position in the Research and Insights Solution Center (RISC) located in Arlington, Virginia. Bring your skills and voice to our team!

Duties

The RISC Chief Data Office conducts innovative research and analysis on Postal Service operations in support of auditors and agents. Our team develops analytical products that facilitate lead generation and provide critical insights for audit and investigative activities. Our methods frequently involve statistics or complex, multi-step analyses of large and disparate data systems.

The successful candidate will work extensively in a collaborative, team environment that involves audit and investigative clients, subject matter experts, project team leads, and executive stakeholders. RISC's work has a strong customer focus, requiring effective written and verbal communication skills to understand the needs of the client and to give structure to complex problems with undefined or ambiguous solutions. Our team requires candidates with strong technical skills to develop data engineering solutions to provide data to the data analysts and data scientists to support their analyses. The candidate will exhibit effective communication skills which include the documentation of analytical methodologies and briefings and presentations of technical content to executive leadership, stakeholders, peers, and other audiences.

Candidates will be evaluated on the skills that they possess that are directly related to the duties of the position and the experience, education and training that indicate the applicant's ability to acquire the particular knowledge and skills needed to perform the duties of the position. Only those candidates who meet all qualification and eligibility requirements and who submit the required information by 11:59 PM EST on 6/27/2025 will be considered.

The USPS OIG uses a Pay Banding system, which is equivalent to the Federal GS scale. Grade and salary determinations will be made based upon a candidate's education and professional experience.

This position is being advertised at the Specialist Band level, equivalent to a GS-14. The salary range for this position is $142,488.00 - $185,234.00. The salary figures include locality pay.

Responsibilities

The successful candidate will utilize advanced techniques and technology to ingest, manipulate, analyze, and render geographic and analytical insights from data, automate and increase the efficiency of GIS processing, and document and build enterprise solutions. The candidate will also plan and assist in conducting various analysis, preparing and presenting executive presentations, and organizing stakeholder events and activities related to audit and investigations work.

Please note that the duties and responsibilities associated with this position may vary based upon the agency's needs at the time of hire. The following description of major duties and responsibilities is only intended to give applicants a general overview of the expectations.

- Act as the technical and strategic lead for the OIG's GIS program by developing, maintaining, and executing the agency's GIS strategy and roadmap.
- Provide advice on machine characteristics that affect software systems, such as storage capacity, processing speed, and input/output requirements.
- Utilize ArcGIS systems (ArcGIS Desktop, Pro, AGOL) to complete complex geospatial analyses and produce visual outputs involving millions of records.
- Use scripting languages such as JavaScript, Python, and SQL to write and maintain scripts to manipulate data and automate complex workflows, as well as join various databases for analytical processing.
- Present information and results to a variety of clients, host training sessions, and formal presentations.
- Troubleshoot problems and provide customer support for software operating system and application issues.
- Work closely with IT and GIS staff to maintain and improve operations.
- Execute maintenance and upgrades of enterprise-wide ESRI ArcGIS systems and/or applications software needed for GIS analysis.
- Performs complex geographic analyses and uses data modeling and machine learning techniques to identify interrelationships among data.
- Design, develop, deploy, and maintain solutions and apps to connect ArcGIS to other software platforms.

- Write and update technical documentation such as user manuals, system documentation, and training materials.

- Prepare comprehensive test plans and conduct tests.

- Work independently and within teams to complete varied analytical and GIS-related projects and tasks.

Requirements

Conditions of Employment

- Must be a U.S. citizen.
- Must be able to pass a drug screening.
- Must be able to pass a background investigation.
- Must be able to obtain and maintain Moderate Background Investigation security clearance.
- Must be able to obtain and maintain a government-issued credit card.
- May be required to successfully complete a 12-month probationary period.

MINIMUM QUALIFICATIONS

You must meet ALL of the minimum qualifications listed below.

- Bachelor's degree from an accredited college or university in Geography, GIS, Computer Science, Data Science, Management of Information Systems, Engineering, or related degree with a significant quantitative, mathematical, or analytical component.

AND

- Must have 2 years of specialized experience with Geographic Information Systems (GIS).

DESIRABLE QUALIFICATIONS

- Knowledge and experience in the law enforcement and/or audit industry

- Knowledge and experience using cloud computing platforms such as Azure

- Professional experience with graph database platforms (e.g. Neo4j), parallel computing (e.g. Hadoop,) NoSQL platforms (e.g. Oracle NoSQL Database, MongoDB.)

- Professional knowledge of the logistics, shipping, transportation, or mailing industries.

- GIS certifications, such as the GISP

EVALUATION FACTORS

You must have the experience, knowledge and skills as listed in EACH of the evaluation factors. Failure to demonstrate that you meet all the evaluation factor requirements as listed below will result in a score of zero (0); an ineligible status, and you will not be referred for further consideration. Include your major accomplishments relevant to the position requirements in your resume.

- Experience managing, mapping, and analyzing large, nation-wide data sets using ArcGIS Desktop (ArcMap and/or Pro) and presenting results through ArcGIS Online and/or Portal for ArcGIS.
- Knowledge of, and experience with, GIS Software and related platforms to include RDBMS (e.g. Oracle, Teradata), BI systems (e.g. Power BI, Qlik, Tableau), network analysis tools, and programming languages (e.g., R, Python, etc.)
- Demonstrated experience of programmatic development of GIS solutions to include Python, JavaScript, SQL scripting.
- Demonstrated quantitative and qualitative skills to determine systemic or procedural problems and develop findings and recommendations.
- Demonstrated experience developing and executing a GIS strategy and roadmap.
- Ability to express and present ideas clearly and concisely, both orally and in writing.

You will no longer be considered for this position if you receive a zero (0) rating on any evaluation factor.

Failure to demonstrate that you meet all evaluation factor requirements will result in a score of zero (0). Upon receipt of a zero score, you will be deemed "not minimally qualified," and you will not be referred for further consideration.

Education

Education must be accredited by an institution recognized by the U.S. Department of Education. Applicants can verify accreditation here: www.ed.gov.

Special Instructions for Candidates with Foreign Education:
Education completed outside the United States must be deemed equivalent to that gained in U.S. education programs. You must submit all necessary documents to a private U.S. credential evaluation service to interpret equivalency of your education against courses given in U.S. accredited colleges and universities. For further information visit: https://sites.ed.gov/international/recognition-of-foreign-qualifications.

Additional information

Pay is only part of the compensation you will earn working for the USPS OIG. We offer a broad array of benefits programs:

As a result of the passage of the Postal Service Reform Act of 2022 (PSRA), USPS employees (including USPS OIG) and retirees will transition from the Federal Employees Health Benefits (FEHB) Program to the Postal Service Health Benefits (PSHB) Program effective January 1, 2025.

Detailed information about eligibility and enrollment will be provided upon hiring. For more information, visit the Postal Service Health Benefits (PSHB) Program website at
https://www.opm.gov/healthcare-insurance/pshb/#url=Overview

We offer Health, Dental, Vision, Life and Long-Term Care Insurances with Flexible Spending options as well. For more information about these programs visit:
https://www.opm.gov/healthcare-insurance/Guide-Me/Federal-Employees/

Retirement and Thrift Savings. For more information about these programs see
https://www.opm.gov/retirement-center/ and tsp.gov/.

Flexible Work Schedules. USPS OIG offers a range of family-friendly flexibilities including flexible work schedules, telework and employee assistance programs.

Leave and Holidays. In addition to eleven (11) paid holidays each year, you will earn thirteen (13) days of paid sick leave and thirteen (13) to twenty-six (26) paid vacation days each year depending on your years of service.

Fair Labor Standards Act (FLSA) Status: EXEMPT. (Nonexempt employees are entitled to overtime pay; Exempt employees are not).

Our agency provides Reasonable Accommodations for applicants with disabilities. If you require accommodations during any part of the application and/or hiring process, please contact us by sending an email to SupportHiring@uspsoig.gov. The decision on granting an accommodation request will be made on a case-by-case basis.

How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

The Human Resources Office will review your resume and supporting documentation to ensure that you meet the minimum qualifications required for this position. You will no longer be considered for this position if you: receive a zero (0) rating on any evaluation factor; fail to attach all required documentation; if your application materials indicate that you are not minimally qualified for this position; or if you fail to qualify on the interview.

Only the top-rated candidates will be referred to a review official or the selecting official for further consideration. Top-rated applicants may be required to participate in an interview. Your rating may be further adjusted or rated as ineligible by the review official or the selecting official based on your interview performance. Once all applicant scores are finalized, the selecting official will make a final decision.

NOTE: If you receive a zero (0) rating on any evaluation factor or on the interview, you will be considered NOT MINIMALLY QUALIFIED for the position and rated ineligible.

Applicants for this position may be interviewed one or more times as part of the hiring process. During interviews, applicants may not use any AI tool or virtual assistant (such as ChatGPT) to help them answer questions, except for accessibility tools used as part of a reasonable accommodation. Applicants who fail to follow these rules will be disqualified from the hiring process.

Required Documents

You must submit all required documents by 11:59 PM EST on the closing date of this announcement. Make sure you include the vacancy announcement number in the subject line when submitting your application package. For information on submitting application packages, please review the 'How to Apply' section. This announcement number for this vacancy is: EX-25-38B-PC.

1. RESUME. Required. It is essential that your resume and supporting documentation provide sufficient information to substantiate your qualifications for the announced position.

2. COMPLETE APPLICATION QUESTIONNAIRE. **Required.** Download the Application Questionnaire (PDF), complete the form, and include it in the application package.

3. SF-50: Required, if applicable. If you are or have been a federal employee. This is to demonstrate tenure and competitive/excepted service for eligibility purposes. (**Required:** Name the file as **"SF-50"** or **"Form 50"**).

4. **VETERANS PREFERENCE DOCUMENTATION: Required, if applicable**. If you are claiming veterans' preference. You must submit the Member 4 copy of your DD-214 Certificate of Release or Discharge from Active Duty, and/or other proof of veterans' preference eligibility, including your VA letter, SF-15 (https://www.opm.gov/forms/standard-forms/), and all required documents related to your SF15 claim. Veterans can request the Member 4 copy of DD-214 at https://www.archives.gov/veterans/military-service-records and download a copy of the VA letter from www.ebenefits.va.gov/ebenefits/homepage. If applicable, you are required to submit each veterans' preference document in the application packages. (**Required:** Name these files as **"DD-214"** or **"SF-15"** or **"Other Veterans Document"**).

5. SUPPORTING DOCUMENTS: Required, if applicable. Degrees, Certificates, and Licenses. If there is an education, certification, and/or license requirement for this vacancy, relevant documents must be included in the application package.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from www.ed.gov.

Failure to provide all the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

How to Apply

To apply for this position, you must submit an application package containing all required documents, e.g., resume, application questionnaire, performance appraisals, SF-50, Veterans' preference documents, transcripts, and/or supporting documents, etc. The application questionnaire is available as a PDF in the vacancy announcement. The complete application package must be submitted via email at SupportHiring@uspsoig.gov by 11:59 PM (EST) on the closing date, Friday, June 27, 2025, to receive consideration**.**

Please include the vacancy number in the subject line when you are submitting your application package and all email communications pertaining to this vacancy announcement.

For any questions on this vacancy announcement, please contact SupportHiring@uspsoig.gov.