



BONNEVILLE POWER ADMINISTRATION
DETAIL – NON-COMPETITIVE TEMPORARY PROMOTION OPPORTUNITY
INTEREST ANNOUNCEMENT FY24-TAS-TBS-001-Business Analyst-GS-J06792-13-
Detail-Temporary

Business Analyst

For Classified position J06792 GS-1101-13
Pay Range: \$111,234 to \$144,608 per year
Full-time for 120 days
Number of Vacancies: 1

OPENS: 05/13/2024

CLOSES: 05/20/2024

POSITION LOCATION: Vancouver, WA

WHO MAY APPLY: Any Bonneville Power Administration employee with current competitive career conditional/career status currently at the GS 12 or 13 grade level. This is a non-competitive temporary promotion or detail NTE 120 days. Employees will need to confirm they have their supervisor's approval when applying for the non-competitive temporary promotion or detail.

Employees who have non-competitively served a total of 120 days in a temporary promotion or detail to a higher grade within the preceding 12 months are not eligible for a higher-graded opportunity. Contact HR Help at (503) 230-3230 or hrhelp@bpa.gov if you have questions regarding your eligibility.

NOTES: The successful candidate will be detailed or non-competitively temporarily promoted to the position of GS-13 Business Analyst. Selection from this interest announcement is subject to the requirements of applicable employment practices. Any promotion associated with this announcement will be subject to the following:

- When an employee already holds the same grade or higher as the position of interest on a permanent basis, then the action will be processed as a detail and may be made for a period up to one year, in 120-day increments. When appropriate, details may be extended for an additional year, in 120-day increments.
- When an employee holds a lower graded position or is in a position with lower-graded promotion potential than the position of interest, s/he is prohibited from serving in a higher-graded position for more than 120-days in a 52-week period. The action may be processed as a detail or non-competitive temporary promotion at management's discretion. Employees selected for a non-competitive temporary promotion must meet time in grade, experience, and any minimum education requirements specified under Special Skills & Abilities below. Those who do not meet the time in grade or qualifications requirement(s) may be eligible to accrue experience during a detail. Non-competitive temporary promotions or details to a higher grade may not be extended or made permanent.
- The employee will be returned to his/her permanent position of record (i.e., position prior to detail) upon completion of the non-competitive temporary promotion or detail opportunity.
- Temporary promotions and details may be terminated at any time based on the needs of management.
- Multiple selections may be made from this interest announcement to fill the position on a rotational basis.

GENERAL INFORMATION:

This position is located in Transmission Strategy & Business Management (TAS), Chief of Staff (TA), Transmission Services (T), Bonneville Power Administration. This function develops and implements a standardized objectives-based project management approach to ensure reliable and consistent outcomes based on factors such as available resources, cross-functional and portfolio integration requirements, effectiveness of cost and project management controls, and level of effort required for project completion.

The purpose of this position is to serve as a Business Analyst to support Transmission's business process management proposals, planning and execution. The incumbent will coordinate within Transmission and across BPA on BPM design and implementation.

DUTIES:

Leads or works on a matrix team of subject-matter experts to evaluate proposed and in-flight BPM initiatives. Interprets and applies a wide range of concepts and practices related to business process management, including business case preparation, risk assessment, strategic planning, internal controls, and process improvement.

Leads and manages the planning and execution of milestones, schedules and tasks to ensure successful completion of assigned initiatives. Identifies project deliverables and deadlines, including coordination of communication plans, change management plans, "as is" and future state assessments, user guides, and other necessary support tools.

Executes on planned activities as appropriate. Identifies risk factors to successful implementation of cross-functional process improvements and systems and develops/implements mitigation plans. Develops program evaluation criteria and procedures that incorporate performance metrics, compliance requirements, and lessons learned.

Recommends programmatic and process changes to executives and functional managers based on trends and stakeholder feedback.

SPECIAL SKILLS & ABILITIES:

Employees with at least one year of specialized experience at the next lower grade level in the Federal service may be eligible for temporary promotion. Specialized experience for this position is defined as:

Skill in developing, leading, and implementing business process management initiatives.

HOW TO APPLY:

Complete a brief memo of interest describing your interest in this detail – temporary promotion assignment and your relevant experience. Submit your memo and a signed Supervisory Acknowledgement statement (below) by close of business on 05/20/2024 to dplane@bpa.gov. Do NOT submit a resume.

SUPERVISOR'S ACKNOWLEDGEMENT

INTEREST ANNOUNCEMENT *FY24-TAS-TBS-001-Business Analyst-GS-J06792-13-Detail-Temporary*

I acknowledge that _____ has requested consideration for this position. I understand this temporary assignment is a detail or temporary promotion NTE 120 days.

I am willing to consider approving the detail and understand the salary, travel, lodging, M&IE costs and/or FTE for the duration of the detail will be funded by TAS.

Supervisor's Signature: _____ Date: _____

Supervisor's Title: _____ Routing: _____