



**BONNEVILLE POWER ADMINISTRATION
DETAIL – NON-COMPETITIVE TEMPORARY PROMOTION OPPORTUNITY
INTEREST ANNOUNCEMENT 26-NSLM-006**

Supervisory Supply Systems Analyst

For Classified position J06361, GS-2003-13

Pay Range: \$ 113,549 - \$ 147,615

Full-time for 120 days

Number of Vacancies: 1

OPENS: 11/12/2025

CLOSES: 11/21/2025

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 Richard Howard, rjhoward@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 Supervisory Supply Systems 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 Bonneville Power Administration (BPA), Chief Administrative Office (N), Supply Chain Services (NS), Logistics Management (NSL), Materials Management (NSLM).

The NSLM determines inventory storage and location strategies to provide optimum client support. This function is responsible for inventory availability and appropriateness, metrics management and the coordination of new material for projects from design to delivery. Materials Management also provides oversight on inventory performance and optimal inventory levels. The purpose of this position is to serve as the supervisor of NSLM.

DUTIES:

1. Supervisory Duties (25%): The employee manages and directs the work of the NSLM staff to ensure the maximum use of resources while delivering on the BPA mission assignments under the direction of NSL. Ensures the BPA Ross Complex inventory is maintained, compliant, available, serviceable, accurate, and readily deliverable. Responsible for modeling, disseminating, and enforcing BPA standards of performance, integrity, and general conduct, and directs team members' compliance with those standards as well as with administrative rules, regulations, and procedures as required. Recommends and justifies necessary staffing and funding allocations and is responsible within the immediate organization for their effective and efficient utilization. Manages, models, instructs, and enforces BPA's commitment to safe work practices. Ensures work areas are free of hazards, staff has the proper equipment, and follows safe work practices as prescribed by regulation, laws, and standards. Assigns work to functional staff members in accordance with established organization mission and functions, workload fluctuations, and personnel availability. Defines and interprets governing policies, procedures, and regulations. Continuous processing of improvement in how NSLM work is accomplished. Searches out new processes, technologies, and procedures, vets them and then assists in their procurement, adoption, and implementation. Facilitated by benchmarking with other like industries and input from peer learning opportunities. Determines innovative alternative methods or procedures to correct deficiencies and increase productivity, client service, and reduce resource requirements. Develops and maintains oversight of quality assurance functions including administration of quality standards, contract inspection requirements, and processes related to material quality assurance. Directs the proper location of inventory through the use of metrics, analysis, audits, process flow, and control studies and reports thus reducing costs to the ratepayer. Fosters and maintains team-oriented, effective, harmonious, and productive formal and informal working relationships within the organization and with other organizations. Responsible for staff development through BPA training and professional development opportunities tracked via the Individual Development Plan (IAP). Recommends and justifies necessary staffing and funding allocations and is responsible within the immediate organization for their effective and efficient utilization. Supports the BPA Equal Opportunity program to the fullest extent of their authority and responsibility, the employee provides and ensures fair and equitable treatment with all coworkers. Serves as a member of the Logistics Management leadership team and a key policy developer, implementer, and facilitator in the attainment of the team's long and short-range goals and objectives. Recommends and plans material operations strategic goals and objectives. Assists in the establishment and tracking of performance measures for material operations, and employs them to monitor performance for material operations. Evaluates data output, work processes, documentation flows, and system capabilities for material effectiveness. Researches, procuring and operating newer technology and their operational procedures in regards to material tracking and analysis which is essential for continued process improvement and departmental operations. Recommend selections for subordinate positions and for work leader, group leader, or project director positions responsible for coordinating the work of others, and similar positions. (75%)

2. Non-Supervisory/Technical Duties (75%): Provides leadership, monitoring, and technical expertise for the development of staff through BPA training and professional development opportunities tracked via the IAP. Displays an understanding of logistics management principles including in-depth familiarity with the interaction of inventory, warehouse, transportation, material handling, and supply chain management concepts, measures, and principles. Develops and provides data for property accountability of supported units/activities to NSL. Provides financial advice and renders decisions on major problems. Reviews supply

systems operating procedures and policies with respect to the desired performance objectives of management. Ensures a cost-conscious, market-driven, and results-oriented atmosphere, which is characterized by innovation, customer focus continuous improvement and competitive orientation. Notifies management of operating areas at risk of not achieving desired performance and recommends corrective actions. Develops or directs the development of new or changed internal operating procedures and instructions. Utilizes diverse technical skills and knowledge of material management computer systems, and operations to analyze existing NSLM hardware and software systems and to recommend process improvements to drive out waste, non-value steps and to increase efficiency of operations. Analyzes logistical functions for potential improvement and recommends action to correct deficiencies. Monitors NSLM follow-up action on audits, evaluations, and inspection reports. Follows industry material management operations, has experience in leading teams fluent in lean inventory techniques and experience in supervising groups doing analysis of inventory size and efficiency, inspection of material, and assisting the direction of material, particularly in regards to lean utilities operations. Directs team members in inspection, inventory analysis, and material facilitation to the end user. Maintains contact with the electrical utility community, professional associations, and higher education institutions to stay abreast of latest material technologies, methods, and business trends in supply chain management. (25%)

Performs other duties as assigned.

SPECIAL SKILLS & ABILITIES:

Employees with at least one year of specialized experience at the next lower grade level (GS-12) in the Federal service may be eligible for temporary promotion.

Specialized experience for this position is defined as: **Leading a project or team or serving as a technical expert in 1) analyzing inventory size and efficiency; 2) administering quality standards, and processes related to material quality assurance, AND 3) analyzing the movement of material in order to facilitate the most efficient material handling possible.**

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 **11/21/2025** to jlhairston1@bpa.gov. Do NOT submit a resume.

SUPERVISOR'S ACKNOWLEDGEMENT

INTEREST ANNOUNCEMENT (26-NSLM-006)

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 NSLM.

Supervisor's Signature: _____ Date: _____

Supervisor's Title: _____ Routing: _____