



BONNEVILLE POWER ADMINISTRATION
DETAIL – NON-COMPETITIVE TEMPORARY PROMOTION OPPORTUNITY
INTEREST ANNOUNCEMENT BPA-26-IA-TAS-012

Supervisory Business Analyst

For Classified position J06791 GS-1101-14

Pay Range: \$134,180 – \$174,433

Full-time for 120 days

Number of Vacancies: 1

OPENS: 12/08/2025

CLOSES: 12/17/2025

POSITION LOCATION: Transmission Services Building, Ross Complex, Vancouver, WA

WHO MAY APPLY: Any Bonneville Power Administration employee with current competitive career conditional/career status currently at the GS-13 or GS-14 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 Matthew Nobles at manobles@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 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. Transmission Strategy and Business Management (TAS) centralizes, plans, and manages the business case analysis, cost analysis, and integration of Transmission Strategic Portfolio proposals and objectives. 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 group provides centralized oversight and management of in-flight projects and coordinates on process improvement and program evaluation activities to ensure timely completion within project scope, cost, and schedule.

The purpose of this position is to supervise a staff of specialists performing work to evaluate Transmission project business proposals, plan and oversee project execution, and coordinate on the integration of business operations consistent with T's strategic business objectives. Two major focus areas for this position in FY26 are ensuring resources are available to support the Grid Access Transformation Program and continuing the establishment of the Transmission Student Program pending approval to hire students.

DUTIES:

Provides administrative and technical supervision to a team of subject-matter experts responsible for leading, planning, and executing approved business operations and change initiatives consistent with T's strategic business objectives. Establishes work priorities, issues guidance and instructions, assigns work, evaluates performance, provides counseling on technical and administrative matters, recognizes achievement, initiates disciplinary actions, participates in the interviewing and hiring of new employees, makes recommendations regarding promotions and reassignments, and implements career development and training programs. Provides leadership and support in administering the Bonneville EEO program for applicants and employees. Provides and ensures fair and equitable treatment for all employees in implementing HR policies and practices including recruitment, selection, placement counseling, training, career development promotion and adverse action, and communicates support of these policies to staff members.

Activities Supervised

- Evaluate proposed and in-flight Transmission initiatives, including business case preparation; financial planning and decision-making, risk assessment, strategic planning, internal controls, process management, and management and utilization of software sufficient to integrate IT requirements into on-going project management activities.
- Oversee the administration of the Transmission Student Program.
- Develop holistic assessments of operational, and organizational capabilities, resources, and risk factors to determine whether ongoing programs, projects, operational processes, and IT support systems should be initiated, eliminated, or redesigned to ensure initiative outcomes can be successfully managed, integrated and implemented.
- Perform risk analysis to predict likely outcomes based on factors such as available financial programming levels, cross-functional and portfolio integration requirements, effectiveness of cost and project management controls, and level of effort required for project completion.
- Integrate in-flight projects into the overall Portfolio based on priorities and other business factors, develops an approach to ensure successful project execution, and oversees and manages work processes and program evaluation activities to ensure timely completion within project scope, cost, and schedule.

- 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.
- Develop 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.
- Provide direction and leadership in organizational and process analysis, reengineering, program planning and evaluation, and transition planning to facilitate the successful development and implementation of Transmission’s business and strategic initiatives.
- Analyze organizational structure, functions, and processes in order to recommend changes for more effective allocation of resources, personnel utilization, management practices and procedures, systems and controls, delegations of authority, operational methods, and organizational efficiency. Recommend methods for enhancing the efficiency and effectiveness of projects, programs and procedures through process modification and application of evolving technology.
- Maintain effective communications both verbally and in writing.

SPECIALIZED EXPERIENCE REQUIREMENTS: Employees with at least one year of specialized experience at the next lower grade level (GS-13) in the Federal service may be eligible for temporary promotion. Specialized experience for this position is defined as: experience in 1) leading or working on a team of subject-matter experts to evaluate proposed and in-flight initiatives; 2) performing risk analysis to predict outcomes and make recommendations for project execution; and 3) managing the planning and execution of milestones, schedules, and tasks to ensure successful completion of assigned 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 **12/17/2025** to slkuhn@bpa.gov. Do NOT submit a resume.

SUPERVISOR'S ACKNOWLEDGEMENT

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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: _____