



**BONNEVILLE POWER ADMINISTRATION**  
**DETAIL OR NON-COMPETITIVE TEMPORARY PROMOTION OPPORTUNITY**

**INTEREST ANNOUNCEMENT BPA-26-IA-TFH-001**

**Internal Operations Manager**  
***For Classified position Job Code J08822 GS-1101-13***  
***Pay Range: \$113,549 to \$147,615***  
***Term Length: Full-time 120 days***  
***Number of Vacancies:1***

**OPENS: 10/01/2025**

**CLOSES: 10/10/2025**

**POSITION LOCATION:** Internal Operations group of Construction and Maintenance Services, TFH, Vancouver, WA.

**WHO MAY APPLY:** Any Bonneville Power Administration employee with current competitive career conditional/career status currently at the GS-12 grade level or above are encouraged to apply. 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 Shaunna Young at [sxyoung@bpa.gov](mailto:sxyoung@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 Internal Operations Manager, GS-1101-13. 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 in the Internal Operations group of Construction and Maintenance Services (TFH), Transmission Field Services (TF), Transmission Services (T), Bonneville Power Administration (BPA). The purpose of this position is to serve as the supervisor of the Internal Operations group and a member of the TFH management team with responsibility for planning, supervising, and leading programs, systems, and work processes that are necessary to perform the critical

mission and support activities required of the group supervised. The incumbent also serves as a special assistant, advisor and expert policy consultant to the Construction & Maintenance Services Manager, providing guidance, information, assistance, and analyses in planning, organizing, managing, integrating, and evaluating all programs and activities, including planning and scheduling, cost analysis, transportation, travel, and administrative support work for Construction & Maintenance Services.

This position will require up to 10% travel throughout the BPA territory.

**DUTIES:**

(80%) Serves as a special assistant, advisor and expert policy consultant to the Construction & Maintenance Services Manager, providing guidance, information, assistance, and analyses in planning, organizing, managing, integrating, and evaluating all programs and activities.

- Participates with the Manager in planning, implementing, and evaluating the Construction and Maintenance Services program, including defining requirements, monitoring performance, and providing oversight of contractor activities. Assists the Manager in establishing work priorities, workload planning, and budget and staff planning as required. Participates in preparation of the budget and long-range planning.
- Ensures all strategy, policies, and operations are fully integrated and coordinated both internally among all TFH organizational elements and with other TF and BPA programs and activities. Exercises originality in anticipating major problems, recognizing future program needs, and guiding and overseeing the development of policies, standards, procedures, and instructions to be issued by the Manager to guide subordinate managers and staff.
- Represents TFH, TF, T, and/or the BPA in working directly with executive-level personnel, managers and staff in BPA, other Federal agencies; State and local authorities; public and privately-owned utilities, manufacturers and providers of goods and services utilized by BPA; private industry; public groups; and any appropriate regulatory organizations. Justifies, defends, or negotiates in representing the organization in obtaining or committing resources, and in gaining compliance with established policies, regulations, or contracts. Evaluates and makes recommendations concerning overall plans and proposals for major BPA, DOE, and interagency projects and implementing national level guidance in DOE, FERC, and/or NERC standards, guidelines, or policies for programs impacting asset management related planning efforts of the electrical power systems. Participates actively in conferences, meetings, hearings, or presentations involving problems or issues of considerable consequence or importance to the Transmission program. Assures decisions and actions conform to TFH, TF, T and BPA policy.
- With respect to Internal Operations program elements, determines and allocates necessary organizational resources, including staff and funds, and is responsible within the organization for their effective and efficient utilization in support of organizational and functional responsibilities.
- Establishes annual and longer-range strategic work plans and schedules for in-service and contracted work, independently of or jointly with higher management.
- Contributes to the determination of resource needs and allocation of resources and is accountable for their effective use.
- Plans for long-range staffing needs, including such matters as whether to contract work. Makes recommendations and decisions related to changes in the structure of the organization managed.
- This position is expected to travel up to 4 times per month overnight via government vehicle within BPA's service area in support of the Construction organization.
- This position is responsible for organizing, attending, coordinating, and delivering Craft and Safety training at various locations across the Northwest.

(20%) Supervisory Responsibility: Exercises delegated supervisory authorities and responsibilities, directing, coordinating, and overseeing the work and providing similar oversight of contractors when appropriate. The staff directed includes 3-5 Federal professional and administrative employees in grades GS-09 through GS-13.

- Plans work to be accomplished by subordinates, sets and adjusts priorities, and prepares schedules for completion of work.
- Assigns work to subordinates based on priorities, selective consideration of the difficulty and requirements of assignments, and the capabilities of employees.
- Makes decisions on work problems presented by subordinates and by contractors.

- Develops performance standards. Evaluates the work performance of subordinates. Assures reasonable equity of performance standards and rating techniques among subordinates and assures comparable equity in the assessment by subordinates of the adequacy of contractor work.
- Recommends awards and bonuses for subordinates and changes in position classification.
- Approves expenses comparable to within-grade increases, extensive overtime, and employee travel.
- Gives advice, counsel, and instruction to employees on both work and administrative matters.
- Interviews candidates for positions and makes selections, promotions, and reassignments to such positions.
- Hears and resolves grievances and complaints from employees.
- Effects disciplinary measures, including serious disciplinary actions such as suspensions.
- Identifies developmental and training needs of employees and provides or arranges for needed development and training. Makes decisions on non-routine, costly, or controversial training needs and training requests of subordinates.
- Provides understanding, support, and leadership in administering the BPA EEO program for all applicants and employees. Provides and ensures fair and equitable treatment for all employees in personnel policies and practices including recruitment, selection, placement, counseling, training, career development, promotion, and adverse action.
- Ensures team-oriented, effective, harmonious, and productive formal and informal working relationships within the organization, between the organization and other organizations, and with those positions key to the effective accomplishment of BPA's business, marketing, and customer service objectives.
- Creates and maintains a cost-consciousness, market-driven, and results-oriented atmosphere that is characterized by innovation, customer focus, continuous improvement, and competitive orientation. Finds and implements ways to eliminate or reduce significant bottlenecks and barriers to production or increase the quality of the work directed.

**BASIC REQUIREMENTS: N/A**

**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 REQUIREMENTS:** Experience 1) applying analytical methods and techniques for the assessment and improvement of complex management processes and systems; 2) leading projects, studies, and other initiatives to improve the efficiency of programs, systems, or processes; AND 3) developing detailed plans, goals, objectives, and criteria for evaluating the effectiveness of a maintenance and construction program.

**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 **10/10/2025** to [babea@bpa.gov](mailto:babea@bpa.gov). Do **NOT** submit a resume.

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***SUPERVISOR'S ACKNOWLEDGEMENT***

**INTEREST ANNOUNCEMENT (25-TFH-001)**

I acknowledge that \_\_\_\_\_ has requested consideration for this position. I understand this temporary assignment is a detail or temporary promotion from 120 days to one (1) year.

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 (TFH).

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Title: \_\_\_\_\_ Routing: \_\_\_\_\_