Student Trainee (Engineering)

Public Buildings Service

Agency contact information
- MANY vacancies - District of Columbia, DC

Work Schedule is Full-time/Part-time - Excepted Appointment may be converted to a term or permanent position.

Opened Tuesday 6/14/2016 (2 day(s) ago)
Closes Tuesday 6/28/2016 (12 day(s) away)

- Salary Range
$25,733.00 to $45,844.00 / Per Year

- Series & Grade
GS-0899-02/05

- Promotion Potential
12

- Supervisory Status
No

- Who May Apply
Current students at least 18 years of age enrolled at least half-time in an accredited high school, college (including 4-year colleges/universities, community colleges, and junior colleges); professional, technical, vocational, and trade school; advanced degree programs; or other qualifying educational institution pursuing a qualifying degree or certificate.

- Control Number
441843000

- Job Announcement Number
1611108DGDE

Apply

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Job Overview

Summary

About the Agency

GSA has been repeatedly named as one of the 'Best Places to Work' in the Federal Government'. LEARN MORE about why you should choose GSA.)

As a Student Trainee (Engineering), you will perform basic, limited duties designed to provide exposure to, and experience in the application of general engineering principles and processes in the General Services Administrative and specifically, the Public Building Service.

GSA offers its employees a wide range of benefits including: Federal health insurance plans (choose from a wide range of plans); Life insurance coverage with several options to choose from; Leave policies to help you take care of your personal, recreational, and health care needs; Thrift Savings Plan (similar to a 401(k) plan); Flexible work schedules and telework; Transit and child care subsidies; and Training and development.

At this time we are only filling thirteen vacancies, however additional vacancies may be filled from this announcement as needed.

Additional vacancies may be filled through this announcement in this or other GSA organizations within the same commuting area.

This position is being announced under the Pathways Student Internship Program. This Program is designed to provide students enrolled in a wide variety of educational institutions, from high school to graduate level, with opportunities to work in agencies and explore Federal careers while still in school and while getting paid for the work performed. Students may be promoted up to the GS-05 level while in the Intern program, and students who successfully complete the program may be eligible for conversion to a permanent job in the civil service, up to grade GS-12 depending on the requirements of the position. Additional information about the Internship Program can be found at http://www.opm.gov/HiringReform/Pathways/program/interns/

Duties

- Assignments are very basic trainee assignments performed under close supervision and review concerned with a limited range of basic tasks such as maintenance of automated databases or documents, budget and contracting duties in basic aspects of pre and post award functions within PBS which may include: such assignments that are a temporary stage in their development to do work of a more analytical nature of price/cost analysis, assisting organizations with budget reports and data, and helping other specialists with on-going projects in the area of building management, realty property services, construction management, or other series in the 1100 group, and equivalent duties.
• The trainee will be introduced to the program responsibilities and operations and will be given tasks commensurate with his/her academic level and experience.

• The trainee will perform basic, limited duties designed to provide exposure to, and experience in the application of general business and administrative principles and processes in the General Services Administrative and specifically, the Public Building Service. To further accelerate his/her development, the trainee may be required to complete formal courses related to any or all operations of PBS, office automation and human relations. May also be required, in a developmental capacity, to attend various staff meetings, conferences and seminars.

• Dependent on the grade and based on performance and progress, the trainee receives progressively more difficult, responsible and productive tasks to increase his/her responsibility and knowledge of PBS functions, business systems, and operations and related GSA programs. Assignments are made with the objective of challenging the abilities and initiative of the participant, and to provide opportunities to display self-motivation.

• Performs other duties as assigned.

**Travel Required**

• Occasional Travel

• Occasional travel may be required for training.

**Relocation Authorized**

• No