
**United States Department of the Interior
Bureau of Ocean Energy Management
Environmental Protection Assistant, GS-0029-04**

BOEM is looking for a college student who is eager to learn and want to be part of a dynamic organization that is responsible for managing environmentally and economically responsible development of the nation's offshore resources. Its functions include offshore leasing, resource evaluation, review and administration of oil and gas exploration and development plans, renewable energy development, National Environmental Policy Act (NEPA) analysis, Coastal Zone Management analysis, and environmental studies. Could that student be you?

Posting Number: SEEP- 12-08

Opens: 05/15/2012 **Closes:** 05/29/2012

Duty Location: 1201 Elmwood Park Blvd., New Orleans, LA

Duration of Employment: Employment not to exceed 1 year, but may be extended

Hours: While attending school, students work a flexible schedule Monday thru Friday with hours between 6am and 6pm. Students may work full time during school breaks.

Rate of Pay: \$13.41 per hour

Requirements:

- One year of general experience or two years above high school or a combination of education and experience.
- Students must be enrolled in or been accepted for enrollment on at least a half-time basis as determined by the school's criteria. **Students are not required to attend school during summer employment.**
- **Applicants must submit** a complete resume detailing your work experience, dates of employment (specify number of hours worked), education, educational level, applicable courses, and expected graduation date.
- **Applicants must submit a fee bill or similar proof of enrollment and an unofficial transcript.**
- **Please list the vacancy posting number on your resume.**

About BOEM:

- The Bureau of Ocean Energy Management (BOEM), a bureau in the U.S. Department of the Interior, is the Federal agency that is responsible for managing development of the nation's offshore resources in an environmentally and economically responsible way.
- The Gulf of Mexico OCS (GOM) is one of three regional offices of BOEM and is located in Jefferson, Louisiana.
- Duties:
In this position you will obtain and review existing data and scientific publications used to create National Environmental Policy Act (NEPA) and Coastal Zone Management Act (CZMA) documents and create internal library resources, citations and specific document that utilized the information. You will assist in the compilation of data and publications used by subject matter experts in respective socioeconomic and scientific fields to analyze baseline data and potential impacts related to the OCS oil and gas activities and renewable energy programs.

For more information about the Student Educational Employment Program go to:

- <http://www.opm.gov/employ/students/index.asp>

Veterans Preference: To claim veterans preference, indicate on resume. For additional information refer to:

- <http://www.opm.gov/veterans/html/vetguide.asp>

How to Apply:

- Submit resume to HROperationsBranch-GOMR@bsee.gov or fax to (504) 736-2478. Resumes must be received by midnight May 29, 2012. It is not necessary to submit **original** transcripts with resume; however, **original transcripts and proof of enrollment** must be provided prior to tentative job offer.
- For additional information contact: (504) 736-2884.

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- The BOEM is an Equal Opportunity Employer.
 - U.S. citizenship is required.
 - A preliminary background investigation must be favorably completed prior to a final offer of employment.
 - If disabled and need reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be determined on a case-by-case basis.