



United States Department of the Interior

U.S. FISH AND WILDLIFE SERVICE

1011 E. Tudor Road Anchorage, Alaska 99503



JOB OPPORTUNITY NOTICE SSO-ANILCA-RIT-IZNWR-26-1039-SC-LH

OPENING DATE: 29 July 2026

CLOSING DATE: 12 Aug 2026

POSITION: Refuge Information Technician, GS-1001-07 (2 Vacancies, 1 at each location)
The Full Performance level of this position is GS-07.

SALARY: \$57,055 - \$74,173 Annually
\$27.34 – \$35.54 per Hour
GS-07 starts at \$27.34 /hr and can earn up to \$35.54/ hr after multiple years of experience. In addition to the annual salary, this position is entitled to a 3.00% Cost-of-Living-Allowance (COLA)

LOCATION: Cold Bay, Alaska & King Cove, Alaska

WHO MAY APPLY: Any qualified U.S. citizen who has lived or worked in or near Alaska Public Lands and has special knowledge or expertise concerning the natural and cultural resources of the public lands and how they are managed. This includes an applicant who was once a resident, moved away, but is intending to re-establish local residency.

WORK PERIOD: This is a Part-Time, Temporary Appointment Not-to-Exceed 1039 hours. With 20 hours per week.

ORGANIZATION: Izembek National Wildlife Refuge

DUTIES: Serves as a liaison between the Service and one or more rural communities associated with the refuge. In many cases, the employee's duty station is located in or near their home community, Cold Bay, Alaska and King Cove, AK. Attends meetings and events such as tribal council meetings, US Fish & Wildlife Service workshops, or career fairs. Occasional travel is required. Orients and escorts USFWS visitors to Cold Bay and King Cove. Assists with logistics for meetings, travel and events in the village. Provides information on U.S. Fish and Wildlife Service programs; state and federal laws and regulations associated with hunting, fishing, subsistence, and other use of resources. Keeps refuge staff in Cold Bay informed of community issues, views and concerns. Arranges, conducts and participates in activities for youth and community members of all ages relating to wildlife, resources, cultural traditions, culture camps etc. These may include classroom, indoor, or outdoor, and offer environmental education as well as promoting use and enjoyment of public lands.

For more information on the duties of this position contact: Karlin Itchoak at karlin_itchoak@fws.gov OR Jeff Kalin at 907-532-2446, jeff_kalin@fws.gov

KNOWLEDGE/EXPERIENCE REQUIRED:

1. Applicants must have knowledge or expertise concerning the natural and/or cultural resources of public lands in Alaska and the management thereof.
2. Knowledge of traditional gathering and use of fish and wildlife resources by residents living on or near a refuge or other public lands.
3. Knowledge of Aleut (Unanga) culture, traditions, and lifestyle.
4. Knowledge of laws and regulations associated with sport and subsistence fishing and hunting on a refuge or other public lands.
5. Willing and able to speak in front of groups such as in classroom lessons, at public events, or while teaching at a culture camp.
6. Basic computer and office skills to work independently and keep up with communication, training, and record keeping.

CONDITIONS OF EMPLOYMENT:

1. Moving expenses are not included in this job (no Permanent Change of Station funds authorized).
2. This position is suitable for telework and *may* be allowed to telework with supervisory approval when circumstances dictate.
3. Selectee may be required to wear an official U.S. Fish and Wildlife Service uniform.
4. Drug Testing is required due to authorization to carry firearms.
5. CNACI investigation required due to working with youth.
6. Initial appointment will be through local hire process. After two years of employment, or completion of qualification requirements (whichever is longer), employee can be converted to competitive service, allowing more options to apply for other federal jobs.
7. Selectee will be paid by Direct Deposit, so will need to have a bank account (required for all Federal employees by PL 104-134).
8. Background Investigations: Employment in this position requires a background investigation (because employee will be working with youth), which may delay your starting date. If you are selected and cannot obtain a favorable adjudication within a reasonable period of time due to disclosed or undisclosed background issues, the employment offer may be withdrawn.
9. Individuals assigned male at birth, born after December 31, 1959 must be registered for the Selective Service. To verify registration visit SSS.gov.
10. You will be required to provide proof of US citizenship.

HOW TO APPLY: The closing date is **12 August 2026 at 4:00 PM (Alaska Time Zone)**. Applications should be based on your qualifications for the position (education, experience, etc.). Do not include personally identifiable information (sex, gender, sexual orientation, national origin, color, marital status, disability, political affiliation, race, religion, age, date of birth, social security number, criminal history, photos, etc.).

1. **Submit a Resume.** (*Resumes are Limited to two pages. Resumes OVER two pages will NOT be reviewed past the first 2 pages*)
 - o Please ensure that your resume contains:
 - Your full name
 - Address, including zip code
 - Telephone number
 - Whether or not you claim veterans' preference in employment (must include

- supporting documents if claimed)
 - Your country of citizenship
 - Work experience: for each period of employment or non-paid work, include (attach additional sheets to the application form if you have more than 2 jobs to list):
 - dates of employment (month and year of starting and ending dates),
 - number of hours worked per week and salary,
 - job title (if the position was in the federal government, include the official job title, occupational series and grade),
 - the employer's name and address,
 - supervisor's complete name and telephone number and indicate whether current supervisor may be contacted,
 - and a description of the major duties performed and accomplishments.
 - College and/or graduate school name(s), if applicable, including dates attended.
 - Any other job related qualifications such as language skills, technical/mechanical skills, professional certificates/licenses and dates received, honors, awards, etc.
2. **Complete and submit the Supplemental Questionnaire**, attached (begins on page 5).
 3. For military veterans:
 - DD-214 member copy 4 or other documents if claiming veteran's preference
 - SF-15, Application for 10-Point Veteran's Preference and supporting documentation, if you are claiming a service-connected disability
 - Statement of military service to meet the Veterans Opportunity to Work (VOW) Act (<https://chcoc.gov/content/vow-veterans-opportunity-work-hire-heroes-act-2011>)

The resume and supplemental questionnaire are the basis for determining eligibility and qualifications. In addition, interviews may be conducted for this position on a pass/fail basis or may be scored.

Method to submit application:

1. Email: Samantha Creech at samantha_creech@ios.doi.gov (received by closing date) **PREFERRED METHOD**
2. Mail: Human Resources Office, Izembek National Wildlife Refuge, **Attn: Jeff Kalin, 1 Letty Ave., PO Box 127, Cold Bay, AK 99571** (postmarked by closing date and received within 5 business days)

*****If you Mail your application in, please e-mail Samantha Creech so I am aware of this*****

ADDITIONAL INFORMATION:

Working for the Department of Interior offers a comprehensive benefits package that may include, in part, paid vacation, sick leave, holidays, life and health insurance. In addition, you may be eligible for retirement benefits and/or participation in the Thrift Savings Plan which includes a percentage of government matching. You may even be able to work a flexible schedule. The following web address is provided for your reference to explore the major benefits offered to most Federal employees. To find out more go to: <https://www.usajobs.gov/Help/working-in-government/benefits/>

Privacy Act Information: The application you submit for this position contains information subject to the Privacy Act of 1974 (PL 93-579, 5U.S.C. 522a). We are required to provide you with information regarding the authority and purpose for collecting this data, the routine uses which will be made of it, and the effect, if any, of non-disclosure. You are entitled to the same information as it pertains to disclosure of your social security number.

This agency provides reasonable accommodation to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision

on granting reasonable accommodation will be on a case-by-case basis.

The U.S. Department of Interior is an Equal Opportunity Employer. Selection for this position will be made solely on the basis of merit, fitness, and qualifications without regard to race, gender, color, religion, age, marital status, national origin, non-disqualifying handicap conditions, sexual orientation, political affiliation, or other non-merit factors.

We may use this announcement to fill additional vacancies within 90 days of closing date of this announcement.

ALASKA LOCAL HIRE PROGRAM SUPPLEMENTAL QUESTIONNAIRE

Refuge Information Technician, GS-1001-07
SSO-ANILCA-RIT-IZNWR-26-1039-SC-LH

NAME: _____ DATE: _____

PHONE NUMBER: _____ EMAIL: _____

Please respond to the following questions so we can determine your level of knowledge and skills for this position.

LOCAL KNOWLEDGE AND EXPERIENCE

1. Do you now, or have you ever, lived or worked in or near the public lands in Alaska? **Screen-Out**
 - a. Yes (This answer needs to be supported on your application/resume)
 - b. No
2. Have you lived or worked in the vicinity of Izembek National Wildlife Refuge, Cold Bay, Alaska and/or King Cove, AK? If so, for how long?
 - a. Less than one (1) year
 - b. One (1) to five (5) years
 - c. Over five (5) years
 - d. I have not lived in the vicinity
3. While working or living in or near the public lands of Izembek National Wildlife Refuge, have you held a job with duties involving natural or cultural resources?
 - a. Yes
 - b. No
4. How would you describe the type of natural/ cultural resources knowledge and experience you have obtained? *Please circle all that apply.*
 - a. Community history such as: specific dates, important events, seasonal observations, customs, etc.
 - b. Geographic features and/or unique land markers such as: mountain or river names/locations, types of landscapes, or other geographic information
 - c. Wildlife (including identification of): mammals, birds, insects, big game, fish, or other animals specific to the area
 - d. General knowledge of safety precautions, weather conditions, recreation options, and important information knowledgeable to the local community
 - e. Other unique information not listed above (you may be asked to elaborate at a later time).
 - f. I do not have knowledge or experience as listed above.
5. How did you obtain your knowledge of the unique practices of the public lands for Izembek NWR? *Please circle all that apply.*
 - a. Personal knowledge such as: fishing, hunting, camping, hiking, etc.
 - b. Professional: obtained through a position held
 - c. Official training: high school class, college course, on-line training
 - d. Other resource used to obtain knowledge that is not listed above (you may be asked to elaborate at a later time).
 - e. I do not have the knowledge listed above.

6. Do you have knowledge of the local area and travel conditions to safely travel through the Izembek National Wildlife Refuge by boat and/or ATV/UTV?
- Yes
 - No
7. What methods have you used to share your knowledge and/or experience with others? *Please circle all that apply.*
- Through media such as websites, Twitter, Facebook, podcasts, etc.
 - Through spoken presentations or stories, formally or informally
 - Through hands-on activities, practice, and/or games
 - Through writing such as in articles, essays, or letters.
 - Other methods not listed above (you may be asked to elaborate at a later time).
 - I do not have skill or experience with the methods listed above
8. Have you been responsible for providing the following visitor services? *Please circle all that apply.*
- Answering questions about Alaska's flora and fauna.
 - Providing driving directions.
 - Assisting with trip planning to public lands.
 - Referring people to other agencies, organizations, and individuals as appropriate.
 - Recommending recreational and/or cultural activities.
 - I have not provided visitor services.
 - Others (you may be asked to elaborate at a later time).
9. Have you been involved with interpretive/ educational programs? *Please circle all that apply.*
- I have independently developed and presented original interpretive/ educational programs.
 - I have assisted with developing and presenting interpretive/ educational programs.
 - I have delivered interpretive/ educational programs prepared by others.
 - I have assisted with delivering interpretive/ educational programs.
 - I have attended interpretive/ educational programs.
 - I have no experience in interpretive/educational programs.
10. What is your knowledge level in using a PC (personal computer)?
- I am comfortable using a PC with Microsoft office applications such as word and power point, for email, printing etc.
 - I have some limited experience with a PC.
 - I do not have any experience using a PC.
11. Location Preference: Select the location(s) you want to be considered for. You must choose at least one location.
- Cold Bay, Alaska
 - King Cove, Alaska
 - Both
12. I understand I may be required to wear a uniform.
- Yes
 - No

13. I understand that I may have to carry firearm as a condition of employment.
- a. Yes
 - b. No
14. I understand that I will be required to complete a drug test as a condition of employment.
- a. Yes
 - b. No
15. I certify that, to the best of my knowledge and belief, all of the information included in this questionnaire is true, correct, and provided in good faith. I understand that if I make an intentional false statement, or commit deception or fraud in this application and its supporting materials, or in any document or interview associated with the examination process, I may be fined or imprisoned (18 U.S.C. 1001), my eligibilities may be cancelled, I may be denied an appointment, or I may be removed and debarred from Federal service (5 CFR part 731). I understand that any information I give may be investigated. I understand that responding "No" to this item will result in my not being considered for this position.
- a. Yes, I certify that the information provided in this questionnaire is true, correct and provided in good faith, and I understand the information provided above.
 - b. No, I do not certify the information provided in this questionnaire is true, correct and provided in good faith.
 - c. No, I do not understand the information provided above.
16. Is a Resume included with your application?
- a. Yes
 - b. No

I certify that the statements made on this application are true, correct and complete to the best of my knowledge.

Applicant Signature

Date

Applicant Printed Name