

# DEPARTMENT OF THE NAVY CIVILIAN CAREER OPPORTUNITIES

## Solicitation of Applicants for Accounting and Budget Series

**Salary Range:** <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>  
Positions within Naval Meteorology and Oceanography (METOC) vary in grade level ranging from GS-05 through GS-15. Pay is determined by grade level base pay plus locality. Please utilize the link above to view current pay tables.

**Job Locations:**    **Stennis Space Center, Mississippi**    **Washington, DC**    **Pearl Harbor, Hawaii**  
                          **Monterey, California**                            **Suitland, Maryland**                            **Naples, Italy**  
                          **San Diego, California**                            **Norfolk, Virginia**                            **Yokosuka, Japan**  
                          **Flagstaff, Arizona**

*METOC has a global civilian workforce that supports the U.S. Navy; works with Naval Research Laboratory and the Office of Naval Research in the design and testing of cutting edge unmanned and autonomous surface and subsurface instruments; and partners with industry to solve the most challenging issues in marine sciences, meteorology, and oceanography.*

***From the bottom of the ocean to the stars; it starts with us.***

### ***About the Job:***

Accounting and budget personnel advise on, administer, supervise, or perform professional, technical, or related clerical work of an accounting, budget administration, related financial management, or similar nature. Career opportunities can cover a broad range of skills within the discipline or be specialized. Financial, accounting, and budget employees will possess the following knowledge and skills at grade appropriate level.

- Knowledge of the procedures and techniques involved in carrying out the work of an organization and involves application of procedures and practices within the framework of established guidelines.
- Developing, coordinating, and maintaining an integrated financial system.
- Effectively controlling the financial resources of the organization.
- Coordinating and synthesizing financial and management data in understandable and organized ways for all levels of the organization's management.
- Advising on, developing, coordinating, and carrying out financial policies, procedures, and plans.
- Reviewing, analyzing, evaluating, and reporting upon program fiscal accomplishments.
- Advising and assisting management officials with financial management advice impacting organizational goals and objectives.
- Application of accounting theories, concepts, principles, and standards.
- Recognizing and measuring revenues.
- Applying financial and accounting techniques to match revenues and expenses and define costs. Examples include accrual accounting, depreciation, job-order, and activity-based costing.
- Application of professional accounting and auditing knowledge, standards, and principles when performing these duties.
- Performing systematic review of financial and management records, management controls, and policies and practices related to financial condition and operating results.
- Conducting performance audits and activities related to the detection of fraud, waste and abuse.

**Basic Requirements:**

Appointments to Federal position will be made at the GS-05 to 15 level and are based on the applicant's education and/or experience.

**How to apply:**

Submit resumes with transcripts via email to [metocjobs@us.navy.mil](mailto:metocjobs@us.navy.mil). Candidates are encouraged to submit unofficial versions of transcripts, if applicable, to assist in determining whether they meet Office of Personnel Management qualification requirements. Transcripts should list all coursework, credit hours completed, and the student's name. Cover letters are not required but are strongly encouraged. Highly qualified applicants will be contacted via email to schedule a job interview.

Naval Meteorology and Oceanography Command will accept resumes to fill vacancies under the Direct Hire Authority for Certain Personnel of the Department of Defense.

**Benefits:**

<https://www.opm.gov/policy-data-oversight/pay-leave/pay-administration/fact-sheets/federal-employee-compensation-package/> and <https://www.opm.gov/about-us/careers-at-opm/worklife-benefits/>

**Please Note:**

**This position is subject to satisfactory completion of a security investigation and may be subject to drug testing.**

Starting salaries are commensurate with education and experience, plus full benefits.

Applicants must be U.S. citizens.

Males born after December 31, 1959, are required to be registered with the Selective Service System.



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**THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY EMPLOYER.**