

US NAF Flexible Positions

LIFEGUARD



\$9.25 - \$11.00 per hour

Location: Pools

Department of the Navy
Morale, Welfare and Recreation Department
Sigonella NAS 1 BLDG. 157
Phone: COM 095-56-0522 DSN 624-0522

Official Position Title: Recreation Aid (Lifeguard), NF-0189-01
Announcement #: NUS-19-010
Opening Date: 14 January 2019
Closing Date: Open Continuous

Notes:

1. There are several flexible continuous positions.
2. Work schedule is flexible and may include working days, nights, weekends, holidays and rotating shifts.
3. Civilian candidates must be in possession of Official U.S. Passport (containing VISA and annotation showing the bearer's residence abroad as a military/civilian dependent), Sponsor's permanent Change of Station (PCS) Orders, including page 2, or Command-sponsorship authorization, and sojourner's permit/application letter.
4. Military personnel must provide this office with written authorization from their command to work during off-duty hours and a copy of their military Orders.
5. **Minimum age requirement is 16 years.**
6. Selected candidate will be required to pass a pre-employment physical examination and to satisfactorily complete a background investigation as conditions of employment
7. **APPLICANTS MUST ATTACH COPIES OF THEIR CERTIFICATES TO THEIR JOB APPLICATION.**

How to Apply: Applicants must submit: (1) Résumé; (2) Overseas Residency Questionnaire; (3) Family Member/Military Spouse Supplement; and (4) OF 306, Declaration for Federal Employment. **Veterans** must submit copy of DD-214 (and SF-15 if claiming 10-Point preference). **Please make sure your résumé contains all the required information listed on the last page of this announcement.**

Area of Consideration: U.S. citizens in the commuting area who are authorized sponsors and command-sponsored dependents of civilian and military personnel.

Description of Duties: Incumbent is responsible for safeguarding the lives of patrons using the swimming pool. Ensures that patrons in the pool area observe safety rules. Provides information to swimmers. Rescues swimmers and administers first aid as required. Performs work in the swimming program, including instruction in various swimming skills and styles. Attends all in-service training. Checks identification and ensures that only authorized patrons utilize the facility. Collects fees, makes change and completes appropriate forms. Maintains records and reports. Performs water chemistry. Assists in maintaining pool area clean. Ensures that all equipment is in working condition. Performs other related duties as assigned.

Qualification Requirements:

1. **Current certification as an American Red Cross Lifeguard or an equivalent certificate.**
2. **CPR for Professional Rescuer or an equivalent certificate and First Aid Certificate.**

The Department of the Navy is an equal employment opportunity employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation or any other non-merit factor.

Non-Appropriated Fund (NAF) Human Resources (HR) Office
U.S. Naval Air Station Sigonella (NAS I) Bldg. 157
Phone number: Com. 095-56-0522 DSN 624-0522

INSTRUCTIONS FOR U.S. APPLICANTS

- Copies of vacancy announcements and forms are available at the NAF HR Office, or they can be downloaded from <http://tinyurl.com/mwrsig-naf-jobs>
- It is your responsibility to submit a complete application package. Incomplete or incorrect information may affect the status of your application.
- If you wish to use education as a substitution for experience attach a copy of your unofficial transcripts to your application package. Upon request, you may have to submit official transcripts as well.
- Résumé and supporting documents must be received by the closing date of the announcement. Applications and supporting documents will not be returned.
- Two relatives may not be permitted to work in the same section.
- Preference will be given to military spouses in filling NAF positions at the NF-03 pay band and below. Military spouse preference may be exercised no more than one time per permanent relocation of the sponsor and it is terminated upon accepting or declining a tentative offer for a regular full-time or a regular part-time position.
- Applicants with dual citizenship (Italian/U.S.) are ineligible for employment.
- All qualified candidates who are not selected for a position may be considered for future vacancies of the same title, series and grade that may occur within 90 days of the closing date of the first vacancy announcement.
- Civil service employment law (5 U.S.C. 3328) requires that male candidates, born after December 31, 1959 and at least 18 years of age, must register with the Selective Service System, unless they meet certain exemptions (attach proof of registration to your application package). Additional information may be found on www.sss.gov

INFORMATION REQUIRED ON RÉSUMÉ

- Announcement number, title and grade of the job for which you are applying.
- Full name, mailing address (with 9-digit zip code), local phone numbers and e-mail address
- High school (name and full address) and date of diploma or GED
- Colleges and universities (name and full address). Type the date of any degrees received (if no degree, show total credits earned and indicate whether semester or quarter hours)

GIVE THE FOLLOWING INFORMATION FOR YOUR PAID/UNPAID WORK EXPERIENCE:

- Job title (include series/grade if Federal)
- Detailed description of duties
- Employer's name and full address
- Starting/ending dates and hours per week

You can submit your application forms to the NAF HR Office, to mwrjobs_sigonella@eu.navy.mil, or you can deposit it in the NAF HR (MWR & NGIS) box near the Pass & ID window at the NAS I gate. It is the applicant's responsibility to verify that documents are received.

For inquiries on the status of your job application, please call the NAF HR Office on Tuesdays or on Thursdays from 1300 to 1530.

Revised October 2017