



DEPARTMENT OF THE NAVY NON-APPROPRIATED FUNDS
FLEET & FAMILY READINESS PROGRAM

VACANCY ANNOUNCEMENT

ANNOUNCEMENT #FTNASJRB-11-007

POSITION: BOWLING CENTER WORKER NA-4819-03

SALARY: \$9.87 HOURLY

LOCATION: NAS JRB FORT WORTH, TX

OPEN: 1 JAN 2011

CLOSE: CONTINUOUS

AREA OF CONSIDERATION: LOCAL COMMUTING AREA

FLEX-TIME (0-40 Hours Per Week)

HOW TO APPLY: Submit the required forms OF-612 AND OF-306 (forms available for download on www.opm.gov) to: MWR Department, ATTN: Human Resource Office, 1810 Tuskegee Airmen Dr, Fort Worth, TX 76127. A résumé may be included with the required forms, but not instead of the OF-612 and OF-306. Direct inquiries: 817-782-7571.

DUTIES AND RESPONSIBILITIES:

Makes minor corrective adjustments to bowling alley machinery as necessary. Clears ball and pin jams, repairs/replaces foul lights, and performs periodic preventive maintenance on automatic handling equipment such as vacuuming, ball cleaning machines, cleaning turn around pans, ball elevators, and cross conveyors on pinsetters. Assists with maintaining stock levels and keeping records on spare parts for automatic pinsetter and mechanical equipment. Replaces burned-out fuses and light bulbs and assists in replacement of electrical fixtures, if required. Cleans, oils, and conditions lane surfaces. May sweep and mop floors. Dusts furniture and fixtures. Cleans walls and rest rooms and replaces washers in faucets, if required. Collects and removes trash. Advises supervisor/manager of unusual maintenance problems. Perform other related duties as assigned.

SKILLS AND KNOWLEDGE:

Must have manual dexterity necessary to make minor corrective adjustments to machinery and replace fixtures. Skill in the use of common hand tools and ability to perform limited preventive maintenance such as cleaning and oiling equipment and conditioning lane surface. Ability to use common cleaning materials and equipment and to safely operate and adjust bowling equipment.

RESPONSIBILITY:

Completes most work assignments without direction. Receives general instruction regarding tasks to be accomplished.

PHYSICAL EFFORT & WORKING CONDITIONS:

Lifts and carries parts or objects weighing up to 40 pounds. Frequent bending, climbing, stooping, and working in awkward positions. Works indoors in adequately heated and lighted area. Exposed to loud noises, dust, grease, chemical solvents, and the possibility of cuts, bruises, abrasions, and electrical shock.

ENROLLMENT IN DIRECT DEPOSIT IS A CONDITION OF EMPLOYMENT

Note: All applicants must address the qualification requirements on your resume/application. If all required qualifications are not sited on your resume/application, you will be disqualified. Must be able to obtain access to base computer system if applicable.

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc. All selections are contingent upon the obtaining satisfactory employment reference checks.

As a condition of employment, the selected individual will be required to participate in the Direct Deposit/Electronic Fund Transfer within the first 30 days of employment.

Spouses of active duty military members of the Armed Forces may receive preference in hiring under this announcement if they are among the best qualified referred and are within reach of selection. Please clearly identify in your application that you are asking for spouse preference and submit the appropriate documentation with your application.

The Department of 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.