



ANNOUNCEMENT NUMBER: 12-140

OPENING DATE: 27 JUL 2012

FIRST CUT OFF DATE: 10 AUG 2012

CLOSING DATE: OPEN UNTIL FILLED

POSITION TITLE, SERIES AND GRADE: RECREATION ASSISTANT, NF-0189-02

SALARY: NF-02 \$9.50 - \$14.25 PER HOUR

WORK SCHEDULE: FLEXIBLE PART TIME (0-20 HRS PER WEEK)

**LOCATION: US NAVSUPACT, MORALE, WELFARE, AND RECREATION DEPT,
BUSINESS ACTIVITIES, BOWLING CENTER, NAPLES, ITALY**

DUTIES: Assists in the operation of the Bowling Center and acts as Duty Manager. Establishes events schedules, applies rules and regulations in supervising patron activities. Helps to plan and coordinate details of the Bowling Center activities and maintains related equipment and materials. Ensures safety rules and regulations are observed.

QUALIFICATION REQUIREMENTS:

Applicants must meet the following requirements: **Six months** of general experience **and six months** of specialized experience. General experience is any type of work that demonstrates the applicant's ability to perform the work of the position. Specialized experience is that which has equipped the applicant with particular knowledge, skills and abilities (KSA's) to perform successfully the duties of the position, and that is typically in or related to the work of the position (such as group leader at YMCA, for scouts, Summer camps, etc.; teacher's aid in phys. ed.; assignments in recreation while on active duty; Aid in state or national park; sales clerk in rec. supplies/equipment shop or aid or assistant in Hotel or resort recreation or similar).

OR

EDUCATION: Successful completion of 2 years of college/university study that included at least 12 semester hours in courses related to recreation. **(Copy of transcripts is required)**

KNOWLEDGE, SKILLS, AND ABILITIES TO SUCCESSFULLY PERFORM THE DUTIES OF THE POSITIONS:

- 1) Ability to provide prompt and friendly customer service.
- 2) Knowledge of cash handling procedures, and ability to operate a cash register.
- 3) Must have the maturity and experience to oversee a busy operation.

NOTE: PERSONS WHO ARE U.S. CITIZENS AND ALSO CITIZENS OF ITALY ARE NOT EMPLOYABLE IN A U.S. POSITION.

The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.