

**JOB OPPORTUNITY ANNOUNCEMENT
AVIANO AIR BASE, ITALY
NON-US APPROPRIATED FUND POSITION**

ANNOUNCEMENT NO. 25-21

OPENING DATE: 7 April 2021

CLOSING DATE: 21 April 2021

Applications are being accepted for the position listed below. When applying, refer to this announcement by number. For further information, contact the Civilian Personnel Office located in via Pordenone at Aviano Air Base by calling number 0434308328. CPO Website page: www.31fss.com/force-support/civilian-personnel-section. Foreign National Staffing e-mail: 31fw.LNstaffing@us.af.mil

The Application Form U-A714 can be downloaded from the CPO website by clicking on “Forms and Information”; the application form will be found at the bottom of the list of documents. It will need to be filled out and e-mailed with pertinent documentation to the following address: 31fw.LNstaffing@us.af.mil. Applicants will need to ensure they receive an e-mail from the Aviano CPO indicating that the documentation has been acquired; otherwise they will need to call immediately commercial 0434308328 and in any case no later than COB Thursday 22 April 2021.

**TITLE, SERIES, GRADE AND SALARY: Engineering Technician, U-0802-03
(Permanent - 20 hours per week)**

U-03	BP	ph	euro	5,53
	3EL	ph	euro	5,19
	CONT	ph	euro	3,03

LOCATION: 31st Civil Engineer Squadron, Engineering Flight, Execution Support Element/CENME, Aviano Air Base, Italy

MAJOR DUTIES: The primary purpose of this position is to serve as an Engineering Technician in support of the Execution Support mission to include providing Computer-Aided Drafting (CAD) capabilities in support of design and construction for the installation and Geographically Separated Units (GSUs). Produces mapping products utilizing Geographic Information Systems (GIS) tools, applications, programs and related practices and technologies. Completes related tasks in order to assist, sustain and operate Geographic Information Systems (GIS) in support of the Geobase Program. Maintains engineering drawing records for the installation, verifies accuracy of “as-builts” prior to acceptance. Performs related duties in support of planning, operations, design, construction and deployment of personnel on the installation and Higher Headquarters. Develops, produces and helps maintain maps and mapping products. Utilizes Geographic Information System (GIS) software to create, update, produce maps and package data in support of Installation and Higher Headquarters’ requirements. Assists in producing and maintaining Base Comprehensive Plan (BCP) map information (drawings, prints, etc.) and other Mission Data Sets (MDS) in support of the installation in compliance with Air Force standards and local guidance. May require site investigations to verify existing conditions and to ensure all features are reflected accurately on completed maps and databases. Develops and produces drawings utilizing computer aided drafting software. Accomplishes drafting duties with computer software in support of Civil Engineer personnel to develop and produce drawing files from ideas, sketches, calculations and specifications into finished construction drawings. Implements Architectural, Engineering and Construction (AEC) standards along with all Air Force and local guidance. May require site investigations to verify existing conditions and to ensure all features are reflected accurately on completed drawings. As needed, accomplishes surveying tasks to include location and topographic work. Operates large format printers, scanners and various industry equipment for assigned duties. Utilizes various pieces of industry equipment to accomplish daily assigned duties, to include producing maps, drawings and visual aids. Equipment used includes large format printers, scanning devices, cameras and various items related to duties and responsibilities. Maintains hard copy and digital record drawing files. Revises completed

drawings to reflect “As-Built” conditions. Systematically files original drawings and maps following established procedures. Maintains copies of all as-builts and new designs on computer storage media. Repairs and/or replaces tattered and worn drawings by mending, tracing, re-drawing or by reprographic means. Subject to attend Temporary Duty Travel (TDY) as it relates to assigned functions. For further information, please contact the Civilian Personnel Office.

Reference Office of Personnel Management (OPM) Qualification Standards

QUALIFICATIONS: Interested applicants must possess 1 (one) year of specialized experience equivalent to the next lower grade level and which has equipped the applicant with the particular knowledge, skills and abilities to successfully perform the duties of the position to be filled. Specialized experience must be in or related to the position to be filled.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE: Applicants must possess a “Laurea di secondo livello” or “Laurea del Vecchio Ordinamento” with major study in an appropriate field of engineering, construction, or industrial technology or other related fields. Applicants must submit a copy of their certificate of graduation from a recognized university, listing all the exams and grades.

Good command of the English language is required, subject to testing.

Applicants must possess a valid Italian driving license type “B”.

APPLICANTS MUST ENSURE THAT ALL QUALIFYING EXPERIENCE IS DOCUMENTED IN THEIR APPLICATION. Experience which is not on file at the closing date of the announcement will not be considered.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified candidates will receive equal consideration for this position without regard to race, color, sex, national origin, religion or physical handicap. The supervisor having jurisdiction over the vacancy will be responsible for selection.

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