

U.S. EMBASSY KUWAIT

VACANCY ANNOUNCEMENT NO. 027-10

OPEN TO: ALL INTERESTED CANDIDATES

POSITION: ANTENNA MAINTENANCE SUPERVISOR
FSN-1220-08*; FP-06**

OPENING DATE: November 10, 2010

CLOSING DATE: November 30, 2010

WORKING HOURS: FULL TIME: 48 hours per week

SALARY: Not-Ordinarily Resident (NOR):
**US\$ 38,394 p.a.; Position Grade: FP-06
(* Final grade/salary to be determined by HR/OE – NEA/EX/HRD)

Ordinarily Resident (OR): Salary Range for Grade FSN-8
* FSN-8/Step1 through Step 14: KD 11,365 p.a. - KD 17, 319
* Actual grade and salary will be based on the qualifications of the applicant.

Note: All ordinarily resident applicants must have the required work and/or residence permit to be eligible for consideration. (E.g. Foreign nationals (US or non-US citizens) residing in country).

All applicants (US citizen and non-US citizens) who are family members of USG employees officially assigned to post and NOT under Chief of Mission authority must be residing in country and have the required work and/or residency permits to be eligible for consideration.

All U.S. Citizens (USEFMs, EFMs, or MOHs as defined) of U.S. Government Employees assigned to the Mission and under Chief of Mission authority are eligible for consideration. A U.S. Citizen EFM does not have to be residing in country to be considered but the sponsoring officer under COM authority does have to be officially assigned to post.

For candidates residing outside Kuwait:

The Embassy will provide the following benefits for the selected candidate:

- Travel upon arrival and separation only (Economy class air ticket for candidate and dependents).
- Transportation of household effects (excluding shipment of private owned vehicle).
- Temporary lodging not to exceed 60 days.
- Excess baggage (up to 24kg for candidate and 14 kg for each dependent).

The U.S. Embassy in Kuwait is seeking an individual for the position of an Antenna Maintenance Technician in the International Broadcasting Bureau station located at Umm Al-Rimam, 40 miles north of Kuwait.

BASIC FUNCTION OF THE POSITION

The incumbent is responsible for repairs, and maintenance of high power medium wave and short wave antennas, FM, VHF, UHF and satellite antenna systems, their supporting towers and dishes, transmission lines and RF switches.

The incumbent will also be responsible for maintaining climbing certification and provide initial and refresher climbing training for local station staff and for other IBB station.

Duties include:

- Determines maintenance requirements and procedures for station antennas; their supporting towers and dishes, transmission lines and their supporting structures, to formulate standard maintenance procedures.
- Climbs antenna towers ranging in height between 50 and 100 meters to perform inspection and supervise various antenna maintenance duties using specialized rigging tools and equipment.
- Supervises necessary maintenance, repairs and/or replacement of defective coaxial transmission line sections.
- Operates all station rigging equipment and winch systems used to maintain shortwave antenna systems.
- Performs measurements to assure proper guy tension and antenna alignment.
- Prepares report as necessary in documenting inspection and maintenance of equipment.

QUALIFICATIONS REQUIRED:

1. Completion of high school education with at least one year of vocational training or apprenticeship in one of the major maintenance trades. Certification as a rigger is required
2. Four years of prior work experience in maintenance of IBB shortwave, medium wave and FM antenna systems. At least six months of supervisory experience.
3. Level IV (Fluent) in English.
4. Must have excellent knowledge on short wave, medium wave, and FM antenna system, specialized trades tools, construction and fabrication techniques and related safety practice. Must be able to safety and effectively operate rigging equipment.
5. Ability to use with full competence, all the tools and equipment involved in the rigging trade. Must be able to safety climb antenna towers up to 100 meters in height to perform specialized maintenance and corrective repair.

SELECTION PROCESS

When fully qualified, U.S. Citizen Eligible Family Members (USEFMs) and US Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Currently employed US Citizen EFMs who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
5. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.

TO APPLY

Interested applicants for this position must submit the following or the application will not be considered:

1. Application for US Federal Employment (DS-174); or a current resume or curriculum vitae that provides the same information as a DS-174; plus
2. Candidates who claim US Veterans preference must provide a copy of their Form DD-214 with their application.
3. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION TO

Human Resources Office
American Embassy Kuwait
Email: HROKuwait@state.gov

DEFINITIONS

1. US Citizen Eligible Family Member (USEFM) – For purposes of receiving a preference in hiring for a qualified position, an EFM who meets the following criteria:
 - US Citizen; and,
 - EFM (see above) at least 18 years old; and,
 - Listed on the travel orders of a direct-hire Foreign, Civil, or uniformed service member assigned to or stationed abroad with a USG agency that is under COM authority, or at an office of the American Institute in Taiwan; and either:
 1. Resides at the sponsoring employee's or uniformed service member's post of assignment abroad or at an office of the American Institute in Taiwan; or
 2. Resides at an Involuntary Separate Maintenance Allowance (ISMA) location authorized under 3 FAM 3232.2.

2. EFM: An individual related to a US Government employee in one of the following ways:
 - Spouse;
 - Child, who is unmarried and under 21 years of age or, regardless of age, is incapable of self-support. The term shall include, in addition to natural offspring, stepchildren and adopted children and those under legal guardianship of the employee or the spouse when such children are expected to be under such legal guardianship until they reach 21 years of age and when dependent upon and normally residing with the guardian;
 - Parent (including stepparents and legally adoptive parents) of the employee or of the spouse, when such parent is at least 51 percent dependent on the employee for support;
 - Sister or brother (including stepsisters and stepbrothers, or adoptive sisters or brothers) of the employee, or of the spouse, when such sibling is at least 51 percent dependent on the employee for support, unmarried, and under 21 years of age, or regardless of age, incapable of self-support.

3. Member of Household (MOH) – An individual who accompanies a direct-hire Foreign, Civil, or uniformed service member permanently assigned or stationed at a U.S. Foreign Service post or establishment abroad, or at an office of the American Institute in Taiwan. An MOH is:
 - Not an EFM; and,
 - Not on the travel orders of the sponsoring employee; and,
 - Has been officially declared by the sponsoring USG employee to the COM as part of his/her household.

A MOH is under COM authority and may include a parent, unmarried partner, other relative or adult child who falls outside the Department's current legal and statutory definition of family member. A MOH does not have to be a US Citizen.

4. Not Ordinarily Resident (NOR) – An individual who:

- Is not a citizen of the host country; and,
- Does not ordinarily reside (*OR*, see below) in the host country; and,
- Is not subject to host country employment and tax laws; and,
- Has a US Social Security Number (SSN).

NOR employees are compensated under a GS or FS salary schedule, not under the LCP.

5. Ordinarily Resident (OR) – A Foreign National or US citizen who:

- Is locally resident; and,
- Has legal, permanent resident status within the host country; and,
- Is subject to host country employment and tax laws.

EFMs without US Social Security Numbers are also OR. All OR employees, including US citizens, are compensated in accordance with the LCP.

CLOSING DATE FOR THIS POSITION: COB November 30, 2010

An equal opportunity Employer

The US Mission in Kuwait provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.