

DEPARTMENT OF THE NAVY, OFFICE OF CIVILIAN HUMAN RESOURCES (OCHR)
Overseas Program Center Europe, Africa, Central,
Human Resources Office (HRO), Sigonella, Italy
VACANCY ANNOUNCEMENT: LOCAL NATIONAL POSITION – TEMPORARY PROMOTION OPPORTUNITY

AMENDMENT

31-JUL-2026



Announcement #	LN26-874446 - TAD		
Position	LEAD MATERIALS HANDLER (FLO), UA-6907-04		
Salary Range	€2,672.37 – €2,924.57 per month plus applicable allowances		
Opening Date	27-JUL-2026	Closing Date	07-AUG-2026
Location	DEFENSE LOGISTICS AGENCY (DLA), DISTRIBUTION SIGONELLA, OPERATIONS DEPARTMENT PRODUCTION DIVISION, SIGONELLA, ITALY		

Notes

This announcement has been amended to extend the closing date from 02-AUG-2026.

Applicants who previously applied under this announcement do not need to re-apply, unless updating their application.

Announcement Status

For inquiries concerning job application status, consult the CNIC website:
<https://cnreura cent.cnic.navy.mil/Installations/NAS-Sigonella/About/Jobs/>

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Revised 27 Sep 2024

DEPARTMENT OF THE NAVY, OFFICE OF CIVILIAN HUMAN RESOURCES (OCHR) Overseas Program Center Europe, Africa, Central, Human Resources Office (HRO), Sigonella, Italy VACANCY ANNOUNCEMENT: LOCAL NATIONAL POSITION – TEMPORARY PROMOTION OPPORTUNITY			
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	Salary Range	€2,672.37 – €2,924.57 per month plus applicable allowances	
	Opening Date	27-JUL-2026	Closing Date 02-AUG-2026
	Location	DEFENSE LOGISTICS AGENCY (DLA), DISTRIBUTION, SIGONELLA, OPERATIONS DEPARTMENT, PRODUCTION DIVISION, SIGONELLA, ITALY	
Notes	- Please read page two (2) of the announcement “Instructions for Completing the Employment Application”, before submitting your application. - Applications must be completed and submitted in English. - Applicants must be able to read, write and speak fluently in both English and Italian. - Temporary assignment to higher-level duties NOT TO EXCEED TWELVE (12) MONTHS <u>OR</u> prior to the return of regular incumbent, whichever occurs first. - Selectee will be compensated with a Temporary Assignment Differential (TAD) but will retain the grade and job title of their permanent position. - Selectee will be required to favorably pass a drug and alcohol test and a physical examination as a condition of employment. - Position is subject to random drug and alcohol testing in accordance with Italian Law 81/2008. - Selectee may be required acquire and maintain certification to handle, move, store and safely maintain hazardous materials. - Selectee will be required to work shifts including nights, weekends and holidays. Variations may occur in accordance with Italian Law. - Position may be subject to “on call” duty status. - This is a Contingency-Essential position. Position is required to ensure continued performance of mission essential functions of the organization. - Must be able to obtain a U.S. Government Motor Vehicle Operators Permit to drive government vehicles. - Work requires light to moderate physical effort in reaching, bending, turning, or moving hands, arms, feet, and legs to operate hand and foot controls while driving, raising, lowering, and tilting Material Handling Equipment (MHE). - Incumbent will be required to wear appropriate protective clothing and equipment.		
Who May Apply	Permanent Appropriated Fund local national employees of Defense Logistics Agency (DLA) Distribution (UIC: DSDFD0) serviced by Human Resources Office, Sigonella, Italy		
Description of Duties	Incumbent performs leader and work coordination duties, pertaining the visual and physical examination of material, the receipt, storage, issuance and the movement of material into, within and out of the Industrial Activity (IA) storage site, and the preparation of material for off base shipment. Passes on instructions received from the supervisor, monitors progress of the work, ensures goals and workload are accomplished in a timely manner and reports to supervisor on performance, progress and training needs of employees. As Distribution Process Worker (DPW) Leader, assists the Supervisor to develop storage space utilization/management plans, lay out storage space, establish item locations, determine organization and arrangement of stock. May train or assist in training new and/or lower grade unit members in the performance of DPW functions and operation of automated equipment. Uses automated equipment such as computer terminals, bar code wands, and/or laser scanning equipment to read, store, query, route and track data. Handles, moves, stores and safely maintains hazardous materials and uses materials handling equipment (MHE) to include forklifts. Responsible for leading and overseeing the loading and off loading material, transporting material and equipment within or between U.S. Government installations, commercial and industrial facilities, and civilian and naval ports. Identifies and initiates actions required for correction of discrepancies such as wrong material, shortages, overages, and documentation errors. Verifies quality and quantity of material received against the manifest or shipping documents and reports any discrepancies to appropriate personnel. Ensures appropriate documentation is available or generated for material movement. Performs operator vehicle maintenance such as operational inspection of vehicle for loose or damaged parts; worn or defective tires, air hoses; water and oil levels; tire air pressure, battery condition and similar items. Checks condition and usability of standard operational equipment, i.e., fire extinguisher, tire changing tools, and first aid kit. Reports any mechanical defects in vehicle operation, accidents, damages or traffic violations. Maintains cleanliness of assigned vehicles, material handling equipment, and working areas.		
Qualification Requirements (OPM Qualification Standards)	https://www.opm.gov/policy-data-oversight/classification-qualifications/federal-wage-system-qualifications/#url=WG-6900 At the time of application, applicants must possess a valid: - Italian “B” driver’s license; “Patentino Muletto/Attestato di Formazione per Carrellisti” issued by an authorized Italian Entity/Instructor The following Screen-out element will be used to determine minimum qualification eligibility. If your employment application form does not demonstrate possession of the screen out element/s gained through experience/military service, you will be found ineligible/not qualified for the position: 1. Ability to do the work of Lead Materials Handler (FLO) without more than normal supervision, such as passing on instructions to the team, getting work started by assigning the immediate tasks to be performed, checking work in progress and reviewing work in all of the functional areas - SCREEN OUT ELEMENT In addition to the screen-out element above, applicants will be evaluated on the following job elements through the employment application form: Work practices (performing warehouse operations such as examination of material; receiving, storage, issuance, preparation and movement of material); Technical practices (operates vehicles and equipment of various types and sizes), Ability to interpret instructions. Knowledge of materials (size, shape, weight, type, shelf-life, etc.); Dexterity and safety (operation of material handling equipment).		
Announcement Status	For inquiries concerning job announcement status, consult the CNREURAFCENT website: https://cnreurafcntl.cnic.navy.mil/Installations/NAS-Sigonella/About/Jobs/		
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DEPARTMENT OF THE NAVY, OFFICE OF CIVILIAN HUMAN RESOURCES (OCHR)

Human Resources Office (HRO), Sigonella, Italy

Instructions for Completing The Employment Application (Local National – LN)

EMPLOYMENT APPLICATION

Applications are **only** accepted if there is an open vacancy announcement.

Vacancy announcements may be downloaded from:
<https://cnreurafcnt.cnic.navy.mil/Installations/NAS-Sigonella/About/Jobs/>

The application form may be downloaded from:
<https://cnreurafcnt.cnic.navy.mil/Installations/NAS-Sigonella/About/Jobs/How-to-Apply/>. Ensure that you are utilizing the latest version of the application form.

ALL applications MUST be completed in English.

APPLICATIONS NOT IN ACCORDANCE WITH INSTRUCTIONS WILL BE RATED “NOT QUALIFIED/INELIGIBLE” BY THE HRO.

WHO MAY APPLY

Citizens of a European Union member state.

Only candidates specified in the “Who May Apply” section of the vacancy announcement may receive consideration.

Applicants with U.S. citizenship are ineligible to be employed in LN positions by the U.S. Forces in Italy.

QUALIFICATION REQUIREMENTS

Candidates must pay attention to the type of experience, education, certifications and licenses requested by the vacancy announcement and ensure that all this information, including expiration dates, as applicable, are reported in the appropriate block on the application form.

Work Experience: Candidates must describe in detail, in their own words, work experience related to the vacancy and MUST specify:

- From/To dates of prior employment (month and year);
- Position title and grade level;
- Employer information;
- WEEKLY HOURS;
- Experience gained during military service (provide detailed description of duties performed)
- Language proficiency

Position descriptions (PDs) and/or certificates of employment will not be considered in lieu of description of work experience.

If the announcement text is copied verbatim, the application will not be considered.

Typing Proficiency: Self-certify your English typing proficiency in the appropriate block of the application indicating your typing speed when a “qualified typist (O/A)” certification is required. Qualified typists must meet a minimum of forty (40) words OR two hundreds (200) strokes per minute in English. Typing proficiency skills are subject to verification.

Education: If education is used for qualification purposes, the title of the degree/certificate/diploma **and** all courses/subjects must be translated to English.

Educational documents obtained outside the European Union (EU), with the exception of the U.S.A, must be evaluated by an appropriate organization that specializes in interpretation of foreign educational credentials.

Foreign language documents must be officially translated to English.

Graduate education is College or University level education beyond the Italian 1st Level University Degree or equivalent.

Professional course work certificates released by Regional Institutions or equivalent may be considered for positions up to UA-06 grade level only.

SUBMISSION OF THE EMPLOYMENT APPLICATION

APPLICATIONS MAY ONLY BE SUBMITTED VIA EMAIL, IN **ENGLISH**, to:
sigonella-hro-wantajob@us.navy.mil

- The subject line of your email **MUST** contain the Last and First name of the applicant **AND** the vacancy announcement number, for example: LAST NAME, FIRST NAME - LN19-003740;
- Only one email will be accepted per vacancy announcement. If more than one email is sent only the most recent will be considered/evaluated;
- Utilize the latest version of the application form downloaded from the CNREURAFCENT website;
- Do not alter the content and the properties of the application;
- Complete the application form providing all the requested information;
- Do not send Postal Electronically Certified (PEC) emails;
- Attach the application form only in PDF format utilizing only ADOBE PDF Reader (additional attachments are not necessary and should not be included unless specifically requested by the vacancy announcement);
- To ensure the file is correctly transmitted and legible, scan the application form as a PDF document or save the file by printing it to adobe pdf;
- The email and the attached application cannot exceed a maximum of 10MB;
- Verify the accuracy and validity of the information prior to submission;
- Submit the application by the closing date of the vacancy announcement.

VERIFICATION DOCUMENTS

Prior to appointment, selectees must provide verification of work experience, education and/or licenses, as applicable. Work experience certified on the application form is subject to verification with employers. HRO will proceed with the hiring process **ONLY** when all eligibility requirements are satisfactorily met.

INTERVIEWS AND SELECTIONS

Interviews and selections are made by the Hiring Manager of the department requesting the vacancy announcement. Selectees will be notified exclusively by a staff member of the HRO.

STATUS OF THE EMPLOYMENT APPLICATION

Consult the CNREURAFCENT website status column for the current recruitment stage: <https://cnreurafcnt.cnic.navy.mil/Installations/NAS-Sigonella/About/Jobs/How-to-Apply/>.

HRO does not provide status on job applications .

NOTES:

1. Employment of relatives is restricted in accordance with NASSIG Instruction 12330. Relatives cannot be in the same line of supervision of another relative.
2. If a candidate is selected at a lower grade level for a position with promotion potential (e.g. UA-05/04/03), he/she can be promoted to the target level without further competition at management's request.
3. Prior lists of qualified candidates may be used to fill additional similar positions without further competition.
4. “Local National” refers to citizens of a European Union member state.
5. Internal employees may apply and be considered for positions at any lower grade; lower pay, or different employment category. Pay will be set in accordance with articles 13 and 14 of the Conditions of Employment for LN employees of 1 April 2024.