

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



Announcement #	LN26-663326		
Position	INSTALLATION STATION CHIEF, UA-0081-04		
Salary Range	€2,672.37 – €2,924.57 per month plus applicable allowances		
Opening Date	24-JUN-2026	Closing Date	26-JUN-2026
Location	FIRE & EMERGENCY SERVICES (F&ES), FIRE PROTECTION, U.S. NAVAL AIR STATION, SIGONELLA, ITALY		

Notes	<ol style="list-style-type: none"> 1. Please read page two (2) of the announcement “Instructions for Completing the Employment Application”, before submitting your application. 2. Applications must be completed and submitted in English. 3. Applicants must be able to read, write and speak fluently in both English and Italian. 4. This is a Permanent Full-Time position. 5. Selectee will be required to favorably pass a drug and alcohol test and physical examination as a condition of employment. 6. Position is subject to random drug and alcohol testing in accordance with Italian Law 81/2008. 7. Subject to an average of four 12-hour shifts per week, and rotating shifts to include weekends and holidays. Work hours and duty location are subject to change based upon operational requirements 8. Work requires physical exertion such as carrying and use of specialized tools and equipment. 9. Incumbent may be exposed to hazardous materials and conditions such as out of control fires, extreme heat, smoke filled spaces, falling materials. 10. This is a Contingency-Essential position. Position is required to ensure continued performance of mission essential functions of the organization. 11. Incumbent will participate in DOD mandated F&ES Physical Fitness Program. 12. Shall obtain and renew certification for cardiopulmonary resuscitation (CPR) and American Red Cross Multi-Media First Aid Level, or local national equivalency or higher. 13. Shall obtain Host Nation Fire & Emergency Services National equivalent certifications (Vigili del Fuoco) and Regional F&ES certifications, as required or directed. Shall possess and maintain valid civilian and Navy motor vehicle operator licenses including successful annual completion of the Emergency Vehicle Operator Course.
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Who May Apply	Permanent Appropriated Fund local national employees of FIRE & EMERGENCY SERVICES (F&ES) (UIC: 62995) serviced by Human Resources Office, Sigonella, Italy
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Description of Duties	Incumbent serves as Station Chief in the Fire Suppression Division and is responsible for the overall management and supervision of Local National (LN) fire personnel, providing training related to fire protection, emergency medical response and hazardous materials incident response. The primary purpose of this position is to respond to emergency situations, direct the crew and conduct fire ground operations; the secondary purpose is to oversee and direct the day-to-day operations of firefighting crews (including lead firefighters and assigned crews who drive and operate firefighting vehicles, fight airfield and structural fires, perform crash and rescue operations and reduce and/or eliminate potential fire hazards). Supervises the rescue of personnel and immediate first aid measures as well as the maintenance of firefighting equipment and fire stations facilities. Plans and prepares the daily operations to ensure the flow and distribution of work, assigns tasks and monitors their completion. Monitors and assesses firefighters training, skills and experience ensuring their compliance with policies, procedures and instructions and providing performance appraisals. Provides recommendations to the Assistant Fire Chief regarding quantity and type of supplies required, maintenance or repair/replacement of equipment and maintenance/safety of facilities. Supervises crews in maintaining the cleanliness and the organization of the fire station and surrounding grounds.
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Qualification Requirements	https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0000/fire-protection-and-prevention-series-0081/
(OPM Qualification Standards)	<p>At the time of application, applicants must possess a valid class “C” driver’s license to drive vehicles in Italy</p> <p>UA-04: One (1) year of specialized experience equivalent to the UA-05 or equivalent experience in the private or public sector.</p> <p>Specialized experience: Experience that demonstrated the particular knowledge, skills and abilities (KSA’s) to perform successfully the duties of the position. Such duties may include (1) controlling or extinguishing fires as a member of an organized military, industrial, volunteer, or governmental fire department or brigade; (2) rescue operations; (3) detection, reduction, or elimination of potential fire hazards; (4) operation of fire communications equipment; (5) controlling hazardous materials incidents and/or (6) developing, implementing or providing training in fire protection and prevention.</p> <p>You will be rated on the experience and education described on your application form to determine your level of Knowledge, Skills, and Abilities (KSA’s) related to the job requirements:</p> <ol style="list-style-type: none"> 1. Knowledge of fire suppression, fire prevention and aircraft/structural/vehicle rescue practices, procedures, standards, techniques and equipment; 2. Skill in using computer software and equipment; 3. Ability to lead and supervise assigned crews; 4. Ability to comprehend and translate technical manuals, training materials, documents and operational instructions for subordinates and supervisors.

Announcement Status	For inquiries concerning job announcement status, consult the CNREURAFCENT website: https://cnreurafcnt.cnicy.navy.mil/Installations/NAS-Sigonella/About/Jobs/
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THE DEPARTMENT OF THE NAVY IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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.