

**DEPARTMENT OF THE NAVY, OFFICE OF CIVILIAN HUMAN RESOURCES (OCHR)  
OVERSEAS PROGRAM CENTER EUROPE, AFRICA, CENTRAL  
HUMAN RESOURCES OFFICE (HRO), NAPLES, ITALY  
VACANCY ANNOUNCEMENT - LOCAL NATIONAL POSITION**



|                  |                                                                                                                                                       |
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| Announcement No. | <b>33191-584933-SA</b>                                                                                                                                |
| Position Title   | <b>Ingegnere (Elettrico), Q-0850-Q1<br/>(U.S. Title: Electrical Engineer)</b>                                                                         |
| Salary Range     | Euro 4,375.08 – E 4,750.18 per month plus applicable allowances                                                                                       |
| Closing Date     | <b>24-JUL-2026</b>                                                                                                                                    |
| Work Schedule    | Full-Time Permanent                                                                                                                                   |
| Job Location     | Naval Facilities Engineering Europe, Africa & Central (NAVFAC EURAFCENT), Planning, Designing and Construction Department, Capodichino, Naples, Italy |

**Notes**

The application form has been revised as of 19 Aug 2024, and any prior version will not be considered. Candidates must electronically submit the application form via e-mail to the revised address as below:  
[usn.naples.ochrashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil](mailto:usn.naples.ochrashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil)

**IMPORTANT:**

- Please read the “Instructions for Completing the Employment Application” on the following page of this announcement before submitting your application.
- In the SUBJECT LINE of the e-mail, indicate LAST and FIRST name of the candidate AND the vacancy announcement number and title (e.g. ROSSI, MARIO, 3049B-123456-EI, Office Automation Clerk).
- Applicants will receive an automatic e-mail from HRO, acknowledging receipt of their Employment Application. It is recommended that applicants add this e-mail address to their contacts so e-mails are not filtered to the junk or trash e-mail box.
- If an applicant does not receive this e-mail within 24 hours of submitting their Employment Application, it is applicant's responsibility to contact HRO at: [usn.naples.ochrashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil](mailto:usn.naples.ochrashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil) or via telephone at DSN: 314-626-5409 / COMM: 081-568-5409, Mon-Fri, from 08:00-within the office duty hours.
- If there have been difficulties with submitting the Employment Application, the applicant has until the closing date of the Job Announcement to resend the e-mail with the application form. Any incident after the closing date of the Job Announcement will result in the request not being considered. There will not be exceptions to this rule.
- **NEW:** HRO does not provide status on job application over the phone.
- **NEW:** ONLY after the status officially changes to 'Pending Certificate' on the CNREURAFCENT web site at <https://cnreurafcntl.cnic.navy.mil/About/Job-Openings/Local-National-Vacancies/>, applicants may inquire about their own job application status by sending a separate e-mail to: [HRONaples-LN-Job-Info@us.navy.mil](mailto:HRONaples-LN-Job-Info@us.navy.mil). In the SUBJECT LINE add: "Inquiring on job application submitted by LAST and FIRST name, the announcement number AND job application submission DATE" (e.g. *Inquiring on job application submitted by ROSSI, MARIO, ANN# 3049B-123456-SA, 22 Nov 2022*).
- **NEW:** Please note that submitting an application and inquiring about its status are two separate processes that must NOT be combined with one e-mail.

**NOTES:**

1. Selectee will be required to favorably pass a pre-employment medical suitability examination as a condition of employment.
2. Applicants must be able to read, write and speak fluently in both English and Italian. Application must be submitted in English language. Applications in Italian language will not be considered.
3. Selectee will be required to favorably pass a security background check as a condition of employment.
4. At the time of application, the applicant must possess a class “B” driver's license. **LICENSE GRADE, NUMBER AND EXPIRATION DATE MUST BE INDICATED ON THE APPLICATION.**
5. Knowledge of related fields such as civil, mechanical and structural engineering and landscape architecture and architecture.
6. Incumbent is required to file annually Confidential Statement of Affiliations and Financial Interest, DD Form 1555, as prescribed in appropriate instructions.
7. Occasional overnight travel away from normal duty station, including air travel may be required.

**Who May Apply**

**Citizens of a European Union member state except those applicants also holding citizenship of the United States of America.**

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| <b>Description of Duties</b>                                                  | <p>The incumbent provides electrical engineering and design services to all activities and tenant commands for a broad range of facilities, served by NAVFAC in the Europe, Africa, and Central area of responsibility. As the technical expert in a highly specialized field of design and project management, he/she is responsible for the application and interpretation of engineering requirements to military facility designs; technical leadership and supervision of host nation and Continental United States (CONUS) Architect-Engineering (A-E) firms; development and implementation of engineering design; authorizing, editing, developing technical requirements of Requests for Proposal (RFPs) for Design-Build, Design Bid Build, or Best Value Sole Source acquisitions; provision of construction support to the Public Works Officer and Resident Officer in Charge of Construction (ROICCs); the interpretation and application of host nation laws, norms and regulations in the planning, design and construction of Department of Defense and NATO facilities; coordination and/or provision of electrical engineering designs throughout the area of responsibility; conduction specialized electrical engineering studies, surveys and investigations; and instruction of U.S. design and construction criteria to non-U.S. A-E firms. Acts as the expert on the electrical engineering aspects of proposed and existing plans, designs, and construction activities for a wide range of facilities. Ensures concept planning and designs are compatible with the activity master plan by facilitating/chairing the design charrette and Functional Analysis Concept Development processes. Performs design review of construction drawings and specifications for architectural and/or engineering. Manages projects to accomplish high-quality, on-time, and adequate work in support of either contract or in-house goals. Ensures that designs are in compliance with all applicable codes/norms/laws, and identifies areas of special concern pertaining to the specific project, such as permits, clearances, real estate requirements, environmental impacts, energy conservation, economic analysis, life safety, handicap accessibility criteria, activity maintenance procedures and policies, site utility adequacy, connections and outages, etc. Acts as the Contracting Officer's Representative on Architect-Engineering contracts and certifies invoices for progress payments in Wide Area Workflow, assuring that all work required by contract has been satisfactorily completed.</p> |
| <b>Qualification Requirements</b>                                             | <p><b>All eligibility and qualifications must be met by the closing date of this announcement. Please visit <a href="https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0800/files/allprofessional-engineering-positions-0800.pdf">https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0800/files/allprofessional-engineering-positions-0800.pdf</a></b></p> <p><b><u>BASIC EDUCATION AND OTHER REQUIREMENTS:</u></b></p> <ul style="list-style-type: none"> <li>• "Laurea Magistrale" in Electrical Engineering.</li> <li>• Professional registration as an Electrical Engineer section A, in accordance with the current Italian law DPR 328/2001. <b>(Please indicate registration number and expiration date on application form).</b></li> </ul> <p><b>To receive credit, you must fill out the required fields on the "Employment Application" form.</b></p> <p><b><u>In addition to meeting the basic entry requirements above, applicants must possess:</u></b></p> <p><b><u>EXPERIENCE:</u></b> One (1) year of specialized experience equivalent to the Q2 grade level or equivalent experience in the private or public sector that equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.</p> <p><b><u>HOW YOU WILL BE EVALUATED:</u></b> In order to qualify for this position, your application must provide sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the position. You will be rated based on the experience and education described on your application form.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Application Status</b>                                                     | <p>Status updates will be provided by position at the following website:<br/> <a href="https://cnreurafcen.cnnc.navy.mil/About/Job-Openings/Local-National-Vacancies/">https://cnreurafcen.cnnc.navy.mil/About/Job-Openings/Local-National-Vacancies/</a></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>THE DEPARTMENT OF THE NAVY IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

**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/About/Job-Openings/Local-National-Vacancies/>

The new application form may be downloaded from:

<https://cnreurafcnt.cnic.navy.mil/About/Job-Openings/Local-National-Vacancies/>.

**ALL applications MUST be completed in English. Applications in Italian language will not be considered.**

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

**SUBMISSION OF EMPLOYMENT APPLICATION**

Application **may only be submitted via e-mail, in English, to:**

[usn.naples.ochr@navy.mil](mailto:usn.naples.ochr@navy.mil)

- In the **SUBJECT LINE** of the e-mail, indicate **LAST and FIRST name of the applicant AND the vacancy announcement number, for example: ROSSI, MARIO, 3049B-123456-SA;**
- Only one e-mail will be accepted per vacancy announcement. If more than one email is sent, only the most recent will be accepted;
- Utilize the last 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 must not be sent, unless requested by the job announcement);
- The email and the attached application cannot exceed a maximum of 10MB;
- Verify the accuracy of the information prior to submission;
- Application must be submitted **by the closing date** of the vacancy announcement. Late applications will not be accepted.
- The candidate's signature is NOT required on page 9 of the application form, however candidate must enter his/her LAST, FIRST name and application submission DATE.

**STATUS OF THE EMPLOYMENT APPLICATION**

Consult the CNREURAFCENT website status column for the current recruitment stage at <https://cnreurafcnt.cnic.navy.mil/About/Job-Openings/Local-National-Vacancies/>

**(NEW) HRO does NOT provide status on job applications via telephone.** ONLY after the status officially changes to **‘Pending Selection’** on the CNREURAFCENT web site at <https://cnreurafcnt.cnic.navy.mil/About/Job-Openings/Local-National-Vacancies/>, applicants may inquire about their own job application status by sending a separate e-mail to: [HRONaples-LN-Job-Info@us.navy.mil](mailto:HRONaples-LN-Job-Info@us.navy.mil).

In the e-mail SUBJECT LINE add: **“Inquiring on job application submitted by LAST and FIRST name, the announcement number AND job application submission DATE”** (ex: “Inquiring on job application submitted by ROSSI, MARIO, ANN# 3049B-123456-SA, 22 Nov 2022”).

**Submitting an application and inquiring about its status are two separate processes that must NOT be combined with one e-mail.**

**WHO MAY APPLY (AREA OF CONSIDERATION)**

- 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, e.g. 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, any work experience related to the job vacancy and **MUST** specify:

1. Job title (include **pay schedule, series and grade** if experience gained in the Federal employment);
2. From/To dates of employment (month and year);
3. Salary (monthly);
4. WEEKLY HOURS;
5. **Employer information and FULL address (address, city, state);**
6. Experience gained during military service, providing detailed description of duties performed;
7. 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 typing proficiency in the appropriate block on 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 may be subject to verification.

**Education:**

- If education is used for qualification purposes, the title of the degree/certificate/diploma AND all courses/subjects **MUST** be included in the appropriate block/s on the application form.
- If education is used for qualifications purposes and a determination cannot be made based on the information provided, the application will not be considered.
- 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.

**VERIFICATION OF DOCUMENTS**

Prior to appointment, selectees **MUST** provide verification of work experience, education and other certifications or licenses as requested by the vacancy announcement and for which credit was received. 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.

**NOTES**

1. Employment of relatives is restricted in accordance with NAVSUPACT policy. 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 according to articles 13 and 14 of the Conditions of Employment for LN employees effective 1 April 2024.

