

**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**



Announcement No.	<b>62588-512256-SA</b>
Position Title	<b>Firefighter, Uc-5201-07/06 (MULTIPLE POSITIONS)</b>
Salary Range	Euro 2,257.72 – E 2,447.49 per month plus applicable allowances
Closing Date	<b>20-FEB-2026</b>
Work Schedule	Full-Time Permanent
Job Location	U.S. Naval Support Activity, Operations Department, Fire and Emergency Services, 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.ochrwashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil](mailto:usn.naples.ochrwashingtondc.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.ochrwashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil](mailto:usn.naples.ochrwashingtondc.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.

**NOTES:**

- Applicants must be able to read, write and speak in both English and Italian. Application must be submitted in English language. Applications in Italian language will not be considered.**
- Selectee will be required to favorably pass a pre-employment medical suitability examination as a condition of employment, and maintain physical and mental fitness required for the performance of duties.
- Selectee will be required to favorably pass a security background check as a condition of employment.
- Position is contingency essential. Position is required to ensure continued performance of mission essential functions of the organization.
- The employee must not suffer from Acrophobia (fear of heights), Claustrophobia (fear of confined spaces), or Pyrophobia (fear of fire).
- This position will be filled at the Uc-07 level only. The incumbent may be non-competitively promoted to the Uc-06 level, upon meeting eligibility and qualification requirements and based upon recommendation from supervisor.
- Selectees will be required to favorably pass a drug and alcohol test as a condition of employment.
- Position is subject to random drug and alcohol testing in accordance with Italian law 81/2008.
- Employee shall participate in a Wellness and Fitness Program established by their Fire Department in order to maintain a level of health and fitness necessary for performing their job functions. As a condition of employment, this program includes an annual physical agility test comprised of firefighter related skills outlined in the IAFF/IAFC Candidate Physical Ability Test (CPAT) exam.
- Subject to an average of four 12-hour shifts per week, subject to rotating shifts to include nights, weekends and holidays. May be subject to mandatory overtime and recall, and work hours and duty location are subject to change based upon operational requirements.
- This is a Contingency-Essential position required to ensure continued performance of mission essential functions of the organization.
- Employees must wear a uniform and safety apparel in accordance with established policies and procedures. Position requires to work under adverse environmental conditions, and the employee will fall under the respiratory protection program and hearing conservation program.
- Employees must be able to obtain and maintain a U.S. Government Motor Vehicle Operators permit to drive government vehicles; certification of Cardiopulmonary Resuscitation (CPR), and First Aid (American or Italian standards).
- Employees must be able to obtain and maintain firefighting certifications within the prescribed timelines, as a condition of employment:
  - Within 6 months of initial hire – Firefighter I, Hazmat Awareness, and Cardiopulmonary Resuscitation (CPR);
  - Within 12 months of initial hire – Firefighter II and Hazmat Operations;
  - Within 18 months of initial hire – All certifications listed above and Driver Operator (D/O) - Pumper, D/O - Aerial, and Confined Space Rescue Operations. Obtain and maintain full performance level as a condition of employment. Failure to meet conditions of employment will result in removal from fire and emergency services.
  - In order to meet mission requirements, the Installation Fire Chief has the authority to adjust the order in which certifications are offered or pursued. The employee must obtain full performance level within 24 months of employment unless otherwise permitted by the Installation Fire Chief.

	<p>15. As a condition of employment, the employee shall be enrolled in a medical surveillance program in accordance with Italian law, undergoing occupational health examinations with the frequency determined by the Italian competent physician.</p> <p>16. Candidates called for an interview will be required to bring a copy of a 1-day insurance policy to perform a physical agility test.</p> <p>17. At the time of application, the applicant must possess a class "B" driver's license. <b>LICENSE GRADE AND NUMBER MUST BE INDICATED ON THE APPLICATION.</b></p>
<b>Who May Apply</b>	<b>Citizens of a European Union member state except those applicants also holding citizenship of the United States of America.</b>
<b>Description of Duties</b>	<p>Structural Firefighting: Performs structural firefighting duties for a variety of facilities that may include research and/or large industrial complexes. Performs pre-fire planning by physically going through structures to become familiar with the layout, fire hazards, and location of fixed fire protection systems. As a crewmember, participates in controlling and extinguishing fires by operating hoses, ladders, and hydrants. Participates in regular training and exercises as required. Fights structural fires actively and effectively based on up-to-date knowledge of layouts, potential hazards, and fixed fire protection systems. Operates a wide variety of firefighting equipment in an effective manner. Drives and operates firefighting vehicles. Operates pumps and determines proper pressures, the number of lines, and relay requirements to the booster pumper. Maintains awareness of conditions for possible repositioning of the vehicle and/or warning other firefighters. Inspects, tests, and maintains apparatus according to manufacturer recommendations. Performs one or more of the following rescue functions: rope, vehicle and machinery, and confined space. Performs first aid procedures, including cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) utilization. Performs the duties of the Addetto al Primo Soccorso pursuant to D.Lgs. 81/08. Provides basic first aid care for medical emergencies such as severe choking, heart attack, and stroke, as well as injury and environmental emergencies including external bleeding, broken bones, sprains, bites, and stings. Manages respiratory and cardiac emergencies, including CPR and AED use, in accordance with first aid training. Assists EMTs, AEMTs, or Paramedics in emergency life support situations as necessary. Uses and maintains emergency equipment (e.g., first aid kits and bags, AEDs) and medical expendable supplies. The incumbent may provide operational-level guidance for response personnel at hazardous materials incidents involving confinement, control, and containment of various classes of hazardous materials.</p>
<b>Qualification Requirements</b>	<p>Applicants must meet the requirements of the Office of Personnel Management (OPM) Job Qualification System for Trades and Labor Occupations (X-118C). <a href="https://www.opm.gov/policy-data-oversight/classification-qualifications/federal-wage-system-qualifications/#url=WG-5200">https://www.opm.gov/policy-data-oversight/classification-qualifications/federal-wage-system-qualifications/#url=WG-5200</a></p> <p><b>HOW YOU WILL BE EVALUATED:</b> This position has a Screen-Out Element (SOE) which will be used to determine minimum eligibility. Candidate's description of experience/military service must show possession of the following job elements. Applicants who do not meet the SOE will be found ineligible/not qualified.</p> <p><b>Screen-Out Requirements - At the time of application, applicants MUST possess:</b></p> <ol style="list-style-type: none"> <li>1) Valid class "B" driver's license to drive vehicles in Italy (<b>specify on application form</b>);</li> <li>2) Testing Certificate of English Language proficiency at the "Intermediate High" level as defined by the American Council on the Teaching of Foreign Languages (ACTFL); 3 level as defined by the Interagency Language Roundtable (ILR); OR B2 level as defined by the Common European Framework (CEFR). Regular testing will be conducted by the employer to ensure proficiency. <b>Certificates MUST be attached to the application.</b></li> </ol> <p><b>The following will be used to determine minimum qualification eligibility.</b></p> <ol style="list-style-type: none"> <li>1. Ability to do the work of the position without more than normal supervision.</li> <li>2. Knowledge of equipment assembly, installation, maintenance and repair;</li> <li>3. Technical practices;</li> <li>4. Ability to interpret instructions and department policy;</li> <li>5. Ability to use and maintain firefighting tools and equipment;</li> <li>6. Knowledge of materials.</li> </ol>
<b>Application Status</b>	<p>Status updates will be provided by position at the following website:  <a href="https://cnreurafcnt.cnnc.navy.mil/About/Job-Openings/Local-National-Vacancies/">https://cnreurafcnt.cnnc.navy.mil/About/Job-Openings/Local-National-Vacancies/</a></p> <p>Applicants may inquire about the status of their job applications by e-mailing to: <a href="mailto:usn.naples.ochrashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil">usn.naples.ochrashingtondc.mbx.hro-naples-ln-jobs@us.navy.mil</a> in the SUBJECT LINE: "Inquiring on job application submitted by LAST and FIRST name, AND the announcement number with title, series, grade AND application DATE" (e.g. Inquiring on job application submitted by ROSSI, MARIO, ANN# 3049B-123456-EI, Office Automation Clerk, Ua-0326-06, on 22 Nov 2022).</p>
<b>THE DEPARTMENT OF THE NAVY IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER</b>	

DEPARTMENT OF THE NAVY, OFFICE OF CIVILIAN HUMAN RESOURCES (OCHR)  
OVERSEAS PROGRAM CENTER (OPC) EUROPE, HUMAN RESOURCES OFFICE (HRO), NAPLES, ITALY (Revised 1 Jul 2024)

**INSTRUCTIONS FOR COMPLETING THE EMPLOYMENT APPLICATION (LOCAL NATIONAL – LN)**

**SUBMISSION OF EMPLOYMENT APPLICATION**

Application **MAY ONLY BE SUBMITTED VIA E MAIL IN ENGLISH**. HRO will NOT accept "hard copy" applications. Submit your application to the **revised** e-mail address as below:

[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 candidate AND the vacancy announcement number and title (e.g. ROSSI, MARIO, 3049B-123456-EI, Office Automation Clerk)**.

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

Vacancy announcements may be downloaded from:

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

The new application form may be downloaded from:

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

**(NEW) Applications for white-collar (Ua/Q) and blue-collar (Uc) MUST be completed in English language only. Applications in Italian language will not be considered.**

**EMAIL APPLICATIONS NOT IN ACCORDANCE WITH INSTRUCTIONS LISTED BELOW WILL NOT BE CONSIDERED AND YOU WILL BE RATED "NOT QUALIFIED/INELIGIBLE" BY HRO:**

- 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;
- Application form must be completed in its entirety answering ALL questions;
- Attach the application form only in **PDF** format utilizing only **ADOBE PDF Reader** (additional attachments are NOT necessary and must not be sent);
- **Do not send Postal Electronically Certified (PEC) emails;**
- The email and the attached application cannot exceed a maximum of 10MB;
- Verify the accuracy and validity of the information submitted;
- 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 DATE.**

**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's name and address;
6. Experience gained during military service, providing detailed description of duties performed;
7. Language proficiency.

Position descriptions (PDs) will not be used in the evaluation of applications. Attachment of PDs to applications is not appropriate, as ratings will be made on descriptions furnished by candidates in their own words.

**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 translated into English.
- If education is used for qualifications purposes and a determination cannot be made based on the information provided, you 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.
- Graduate College or University level education is education beyond the Italian "Laurea 1 livello" or equivalent.

**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. 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.