

**U. S. DEPARTMENT OF THE NAVY
HUMAN RESOURCES OFFICE – BAHRAIN
VACANCY ANNOUNCEMENT
MERIT PROMOTION PROGRAM**

ANNOUNCEMENT #: NSA-25-042
POSITION: GEOGRAPHER
PP-SERIES-GRADE: BG-0150-11/13/14
MONTHLY SALARY RANGE: BD1,190.668– BD2,494.667
LOCATION: PWD, NAVFAC BAHRAIN

OPENING DATE: 30-OCT-2025
CLOSING DATE: 18-NOV-2025
APPOINTMENT TYPE: FULL TIME / PERM
HOUR OF DUTY: 48 HRS
VACANCIES: 01

WHO MAY APPLY: BAHRAINI CITIZENS; NON-U.S. CITIZEN FAMILY MEMBERS OF DOD CIVILIAN EMPLOYEE AND/OR MILITARY SPOUSES; ARAB NATIONALS; THIRD COUNTRY NATIONALS; CURRENT BG EMPLOYEES.

IMPORTANT INFORMATION:

Please note the change in our email address. New email address to submit your application is:
applicationbahrain@us.navy.mil
For inquiries: HROBahrain@us.navy.mil

1. All applicants are required to complete the Foreign National Screening Questionnaire Form and this Form must be dated within the last 12 months. Failure to attach the form to your application will result in non-consideration. This Form is located in the Job Portal <https://cnreurafcnt.cnic.navy.mil/Installations/NSA-Bahrain/Operations-and-Management/Human-Resources/Job-Openings/>
2. Please read the “HOW TO APPLY” section in this announcement carefully for instructions and apply Online at: applicationbahrain@us.navy.mil
3. All Resumes/CVs not received by the **closing date** will **NOT** receive consideration.
4. Failure to follow all the instructions will result in the Non-Consideration of your application.

ABOUT THE JOB

This position is located at NAVFAC EURAFCENT Public Works Department (PWD) Bahrain, Facilities Maintenance Division (FMD), and Real Property Management Branch. The incumbent in this position is responsible for the review and analysis of existing and proposed Geographic Information Systems (GIS) program/acquisition functions and geographic information management practices/procedures with an emphasis in the geographic information arena. Serves as a technical advisor to the EURAFCENT GRC Manager and participates on NAVFAC wide and EURAFCENT GIS teams as required. Prepares and presents complete reports covering all phases of studies and investigations relative to assigned area of responsibility/specialty. Researches and studies operating procedures and methods to identify areas needing improvement and make recommendations accordingly. Maintains and creates GIS data in the Oracle and/or Personal/File Geodatabases for all or assigned installations. Responsible for GIS layer, symbology, template and map files for assigned installations, Business Lines and other NAVFAC EURAFCENT /CNREURAFCENT organization. Analyzes the existing GRX interface, existing Command business systems, databases, websites, and applications and recommend new/improved interfaces and management tools. Trains users in EURAFSWA Region as a group or one-on-one on GRX, GIS and GPS capabilities. Performs spatial data collection using GPS or remote sensing techniques. Builds models to improve efficiency. Ensures the design, implementation, and maintenance of GIS data protocols and standards comply with NAVFAC and industry standards. Determines conclusions, and recommends appropriate courses of action. Consults and advises in relation to area of GIS responsibility to command personnel. Executes GIS equipment procurements using government credit card, contract, or other available procurement method. Negotiates GIS agreements, decision-making, and commitments on behalf of the command within policy and resource limitations. Compiles remotely sensed multi-spectral data and/or manipulates data using GIS techniques. Conducts geospatial analyses related to the human, social, cultural, economic, ecological, and physical environment. Independently plan and execute assignments, establish priorities utilizing available guidelines and resolve unprecedented problems within scope of the project.

QUALIFICATIONS/EVALUATION REQUIREMENTS**BASIC REQUIREMENTS:**

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0100/geography-series-0150/>

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/#url=Group-Standards>

This position has basic requirements for Geography Series:

Degree: successful completion of a full 4-year course of study in an accredited college or university leading to a bachelor's or higher degree that included a major field of study or specific course requirements in any of the following fields: geography; or related physical or social science such as geology, meteorology, economics, statistics, sociology, anthropology, political science, history, cartography, computer science, urban studies, or planning that included at least 24 semester hours in geography or related fields.

OR

Combination of education and experience: courses equivalent to a major in geography, or a related field that included at least 24 semester hours in geography or related fields, as shown above, plus appropriate experience or additional education.

The quality of the combination of education and experience must be sufficient to demonstrate that the applicant possesses the knowledge, skills, and abilities required to perform work in the occupation, and is comparable to that normally acquired through the successful completion of a full 4-year course of study with a major in the appropriate field. In addition to courses in the major and related fields, a typical college degree would have included courses that involved analysis, writing, critical thinking, research, etc. These courses would have provided an applicant with skills and abilities sufficient to perform progressively more responsible work in the occupation. Therefore, creditable experience should have demonstrated similarly appropriate skills or abilities needed to perform the work of the occupation.

In addition to meeting the basic requirement above, to qualify for this position you must also meet the qualification requirements listed below:

BG-11

EDUCATION: two years of progressively higher level graduate education leading to a master's degree or master's or equivalent graduate degree.
OR

SPECIALIZED EXPERIENCE: One (1) year of specialized experience equivalent to at least BG-09 level.

Experience 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. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the Occupation in the organization, **including at least two out of the below three experience statements:**

1. Managing geographic data to support accuracy of Geographic Information Systems (GIS) data.
2. Conducting spatial data collection using standard tools such as Global Positioning System (GPS) to gather required information.
3. Providing direct support and/or training on mapping software and applications to users to support customers' mission requirements.

OR

COMBINATION OF EDUCATION AND SPECIALIZED EXPERIENCE: Equivalent combinations of education and experience are qualifying for all grade levels and positions for which both education and experience are acceptable.

Combining Education and Experience: When combining education with experience, first determine the applicant's total qualifying education as a percentage of the education required for the BG-11 level; then determine the applicant's experience as a percentage of the experience required for the BG-11 level; finally, add the two percentages. The total percentage must equal at least 100 percent to qualify an applicant for that grade level.

BG-13

EDUCATION: 3 years of progressively higher level graduate education leading to a Ph.D. degree or Ph.D. or equivalent doctoral degree

OR

SPECIALIZED EXPERIENCE: One (1) year of specialized experience equivalent to at least BG-11 level.

Experience 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. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the Occupation in the organization, **including the below:**

1. Executing Geographic Information Systems (GIS) projects and/or analytical studies to provide products that improve effectiveness of processes and/or mission; AND
2. Performing quality control checks on mapping data to ensure it meets established standards for accuracy; AND
3. Resolving mapping data problems to develop solutions for project assignments

OR

COMBINATION OF EDUCATION AND SPECIALIZED EXPERIENCE: Equivalent combinations of education and experience are qualifying for all grade levels and positions for which both education and experience are acceptable.

Combining Education and Experience: When combining education with experience, first determine the applicant's total qualifying education as a percentage of the education required for the BG-13 level; then determine the applicant's experience as a percentage of the experience required for the BG-13 level; finally, add the two percentages. The total percentage must equal at least 100 percent to qualify an applicant for that grade level.

BG-14

SPECIALIZED EXPERIENCE: One (1) year of specialized experience equivalent to at least BG-13 level.

Experience 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. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the Occupation in the organization, **including the below:**

1. Managing Geographic Information Systems (GIS) projects lifecycle to provide technical products for planning and/ or project development; AND
2. Developing and implementing Geographic Information Systems (GIS) data standards and/or models to improve the quality and accuracy of the geographic database; AND
3. Analyzing geospatial issues to provide recommendations to management.

At the BG-14 level there is no education substitution for experience

U. S. DEPARTMENT OF THE NAVY

Qualification requirements contained in this vacancy announcement are based on the U.S. Office of Personnel Management (OPM) Standards Handbook, which contains Federal qualification standards. This handbook is available on OPM's website at <http://www.opm.gov/qualifications>

- You must meet ALL qualification requirements by the closing date of this announcement.
 - To qualify for this position, your resume/CV must show sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the specific position for which you are being considered. Resumes/CVs that do not reflect the necessary experience/education to meet the qualification standards for the job will not be referred for consideration.
 - Generally, current BG Civilian employees applying for BG jobs must serve at least one year at the next lower grade level. This requirement is called time-in-grade. **All qualifications and time-in-grade requirements must be met by the closing date of this announcement and clearly documented in your resume.**
 - Eligible applicants will be evaluated based on a comparison of the position requirements against the quality and extent of the experience or related education as reflected on their resume/CV.
- Please note: If you do not identify the name and phone number of each employer, the title of each job performed (including pay plan and grade if applicable), as well as the start and ending dates (Month/Year) of employment in your Resume/CV your application will **NOT** be referred for consideration.**
- Candidates **MUST** ensure:
 - Work experience clearly shows knowledge of the subject matter pertinent to the position.
 - Number of hours (40/48hrs) performed per week.
 - Technical skills to successfully perform the duties of the position.
 - Ability to communicate both orally and in writing.

CONDITIONS OF EMPLOYMENT

1. Applicant must be able to speak, read, write and understand English fluently.
2. Applicant must be 18 years of age at the time of application.
3. Applicants other than Bahraini/Arab Nationals must be registered in LMRA.
4. Applicants whose sponsors are exempted from LMRA should provide valid proof of exemption.
5. A Current Good Conduct Certificate dated within 3 months of this announcement will be requested at the time of Job Offer.
6. PASSPORT MUST BE VALID FOR AT LEAST 6 MONTHS AT APPLICATION RECEIPT DATE.
7. VISA AND CPR MUST BE VALID FOR AT LEAST 3 MONTHS AT APPLICATION RECEIPT DATE.
8. BAHRAIN/ GCC DRIVER'S LICENSE MUST BE VALID FOR AT LEAST 3 MONTHS AT THE TIME OF APPLICATION.
9. Applicants who is holding a valid GCC driver license other than Bahraini and GCC applicants needs to convert the GCC license and provide us with the Bahrain driver license before onboarding.
10. Incumbent required walking, bending, and climbing during outside field work for site visits.
11. Incumbent must be able to lift and carry 30-lbs for UAV projects and data collection.
12. Some field work may require the incumbent to wear protective clothing. All field work typically consists of field trips for one or two weeks a month.
13. Routine overnight travel to NAVFAC sites and detachments is required

U. S. DEPARTMENT OF THE NAVY

REQUIRED (✓) DOCUMENTS (MANDATORY) ALONG WITH APPLICATION:

No.	Documents	Non US Dependent of US Civ/ Military Spouse Preference (MSP)/Fam ily Member Preference (FMP)	Non US Spouse & Family Member of US Military or US CIV Employees	Current BG Employee s	Bahraini National	Other Nationals	NSA Bahrain Sponsored Spouse & Family Members of Current BG employees
1	Resume or CV (ABSOLUTELY NO PHOTOS/PICTURES). One resume per application ONLY	✓	✓	✓	✓	✓	✓
2	Transcripts (if qualifying on basis of education) Transcripts must be translated to English to be considered.	✓	✓	✓	✓	✓	✓
3	Copy of CPR (Front & Back) - Must be valid for at least 3 Months				✓	✓	✓
4	Copy of Passport - Must be valid for at least 6 Months	✓	✓		✓	✓	✓
5	Copy of Work Permit - Must be valid for at least 3 Months					✓	
6	Copy of SF-50			✓			
7	Family Affiliation (Sample format available in Job Portal)	✓	✓	✓	✓	✓	✓
8	Foreign National Screening Questionnaire (Blank form available in the Job Portal)	✓	✓	✓	✓	✓	✓
9	Copy of PCS orders with dependents listed AND Dependent entry approval	✓					
10	Copy of Visa (Multiple entry/Re-entry), AND Dependent entry approval		✓				
11	Copy of Residence Permit (Endorsement Residence)						✓
12	Applicants whose sponsors are exempted from LMRA should provide valid proof of exemption.	✓	✓			✓	
13	Copy of Bahrain/ GCC Vehicle driver license (Front & Back) - Must be valid for at least 3 Months	✓	✓	✓	✓	✓	✓

Please Note:

NSA Bahrain sponsored spouse & family members of BG employees are now eligible to be considered for employment on NSA Bahrain.

MILITARY SPOUSE PREFERENCE (MSP)/FAMILY MEMBER PREFERENCE (FMP):

Military spouse preference and Family member preference applicants (Non US Spouse & Family Members of US Civilian or US Military), will receive priority consideration. To be eligible for military spouse preference/family member preference, applicants are required to provide a copy of their Sponsor's PCS orders with dependents listed, and their Dependent entry approval letter at the time of application, to exercise their preference status. If MSP/FMP documents are not provided by the closing date of the announcement, military spouse preference/family member preference will not be applied.

U. S. DEPARTMENT OF THE NAVY

ADDITIONAL DOCUMENT REQUIREMENTS

- All documents must be legible. No photos/pictures are permitted on resumes.
- Do not submit training certificates, letters of appreciation, experience certificates and any other documents not listed on this announcement.
- Please provide information regarding any relatives currently employed by the U.S. Navy in Bahrain. The written statement should state if you have or do not have a family member working with the U. S. Navy. This information may be provided in your Resume/CV or in an attached statement. Failure to disclose any/all family affiliations will result in the non-consideration of application or termination of employment.
 - Full name of relative (as reflected on CPR Card), Relationship (e.g., spouse, brother, cousin, uncle, etc.), Job Title, and Department.
- If all the required documents above are not provided by the closing date of the announcement, your resume/CV will not receive consideration.
- **Transcripts must be translated to English to be considered.** Education documents obtained outside of Bahrain, with the exception of the United States, **MUST** be evaluated by an appropriate organization that specializes in interpretation of foreign educational credentials. While unofficial transcripts (translated into English) are acceptable for initial application, an official transcript evaluated by a U.S. based credentialing service will ultimately be required if you are selected for the position. Please utilize the following link for service providers. <https://www.naces.org/members>.

HOW TO APPLY

****ANY**** applicant within the “WHO MAY APPLY” section of this announcement may now submit application online at: applicationbahrain@us.navy.mil

- Your application **MUST** have the Announcement Number in the subject line of your e-mailed application (i.e. NSA-22-XXX) **AND** be received by the closing date. If this requirement is not met your application will not be considered.

Send	To...	Application Bahrain;
	Cc...	
	Subject	NSA-20-XXX
	Attached	Passport.pdf (21 KB); Transcripts.pdf (21 KB); Family Affiliation.pdf (21 KB); Resume-CV.pdf (21 KB); ID Scans.pdf (21 KB)

- Your application **WILL NOT** be considered if the announcement number is not in the e-mail subject line.
- Only **ONE** email will be accepted per vacancy announcement. If more than one email is sent only the most **RECENT** will be accepted.
- Failure to submit applicable required documents (as attachments) will result in your application not being considered.
- Your resume will **not** be kept on file – it will only be used for this announced vacancy. If you wish to apply for another vacancy then you will have to send in another resume.
- **PLEASE DO NOT** submit your documents as **zip files** or **pictures** (.JPEG, .JPG, .PNG, .GIF). Documents/Attachments other than PDF or Word Files will not be considered.

AN EQUAL OPPORTUNITY EMPLOYER

The Department of Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regards to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

WHAT TO EXPECT NEXT

Once your completed application is received we will conduct an evaluation of your qualifications. The candidates rated eligible will be referred to the hiring manager for further consideration. No notifications are given regarding receipt or status of your application. **You will only be notified if you are selected for the position.**

For further inquiries please call 1785-4763 or e-mail us at HROBahrain@us.navy.mil.

We will not be accepting resumes that are sent to this e-mail.

**** Please note that HROBahrain@us.navy.mil is for INQUIRIES ONLY. Do NOT submit your resume to this e-mail. ****