

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

**ANNOUNCEMENT #:** NSA-25-061  
**POSITION:** Supervisory Firefighter (Battalion Chief)  
**PP-SERIES-GRADE:** BG-0081-11  
**MONTHLY SALARY RANGE:** BD1190.668-BD1771.475  
**LOCATION:** Fire and Emergency Services Dep, NSA Bahrain

**OPENING DATE:** 28-DEC-2025  
**CLOSING DATE:** 30-DEC-2025  
**APPOINTMENT TYPE:** FULL TIME / PERM  
**HOUR OF DUTY:** 48 HRS  
**VACANCIES:** 01

**WHO MAY APPLY:** NON-U.S. CITIZEN FAMILY MEMBERS OF DOD CIVILIAN EMPLOYEE AND/OR MILITARY SPOUSES.

**IMPORTANT INFORMATION:**

Please note the change in our email address. New email address to submit your application is:  
**[applicationbahrain@us.navy.mil](mailto:applicationbahrain@us.navy.mil)**  
For inquiries: [HROBahrain@us.navy.mil](mailto: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://cnreuraftcent.cnmc.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](mailto: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**

The position of supervisory fire fighter (Battalion Chief) is located within the Fire & Emergency Services (FES) operation division, Naval Support Activity Bahrain (NASB). NSAB FES provides 24 hour structural and shipboard fire protection, prevention, inspection, emergency medical response, confined space response, and HAZMAT response for all tenant command facilities and activities. NSAB FES responsible for providing fire suppression, rescue, and prevention services throughout the installation and the area of responsibility (AoR). The AOR is designated by the installation Commanding Officer and the installation Fire Chief. NSA Bahrain facilities includes DoDEA School, NEX, MWR facilities, multi-story Gateway Inn, chapel, multi-story military dormitories, gymnasiums, movie theaters, Child Development Centers, and a large number of administrative office building. The incumbent is responsible for administrative control (ADCON) and supervision of their assigned Bahrain Grade fire personnel. Incumbent is responsible for operational control (OPCON) and supervision of the fire department personnel assigned to them during their tour of duty. The incumbent provides the comprehensive technical ability and training with full knowledge of the principles, methods, and the techniques related to fire protection, marine firefighting and HAZMAT responses, including associated equipment and apparatus employed. The incumbent provides immediate oversight and direction of day-to-day operations for the assigned crew(s) at a specific station. Supervises two or more firefighters, at least one Driver-Operator and one piece of motorized firefighting equipment in firefighting. Plans and assigns work to be accomplished by subordinates based on priorities and deadlines, selective consideration of the difficulty and requirements of assignments and the capabilities of employees. Provides recommendations to higher levels of supervision for appointment, promotion, retention and reassignment of employees. Counsels employees on work and basic terms of employment and benefits. Identifies developmental and training needs of stations personnel and makes arrangements to meet those needs. Hears and resolve employee's complaints, and refers more serious complaints and group grievances to the second-line supervisor for resolution. Initiates and advocates corrective and/or adverse action for performance or conduct. Ensures employees maintain appropriate and valid certifications and licenses, including government and civilian vehicle operator license. Prepares and approves reports for the fire Chief concerning fire runs, training, maintenance, inspections or other topics. Performs special

**U. S. DEPARTMENT OF THE NAVY**

assignments/projects as required by the Fire Chief. Certifies Time & Attendance for time cards, annual leave, sick leave and overtime requests for assigned Bahraini Grade Employees in the e-Timekeeping System. Executes the DoD Fire & Emergency Services Firefighter Certification System and NSAB FES Equivalency Program. Directs the operation of firefighting vehicles such as pumpers, rescue and support vehicles. Directs crew(s) to the scene of the fire following a predetermined route or selecting an alternate when necessary. Supervises positioning of firefighting vehicle(s) considering factors such as wind direction, rescue, sources of water & hazards from falling structures. Takes charge of all firefighting activities at the scene in the absence of the Fire Chief. Directs the operation of pumps, extended waterways, hand-lines and other similar equipment. Directs the training of other firefighters on driving vehicles and operating equipment. Supervises the performance of structural firefighting duties for a variety of facilities that may include residential, commercial, and/or large industrial complexes, HAZMAT containment/control duties, EMS support duties, and other man-made and/or natural emergencies. Performs pre-incident planning by physically going through structures to become familiar with the layout, fire hazards and location of fixed fire protection systems. Supervises the rescue of personnel and immediate first aid measures to alleviate further injury and prepare the patients for transport to a medical facility. Uses direct pressure and/or tourniquets to stop bleeding, checks windpipe for obstructions, performs CPR, and/or provides the appropriate assistance. Supervises the maintenance of firefighting equipment and fire station facilities.

**QUALIFICATIONS/EVALUATION REQUIREMENTS****BG-11:**

**SPECIALIZED EXPERIENCE:** One (1) year of specialized experience equivalent to at least **BG-10** 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 experience statements:**

1. Providing immediate oversight and direction to crew members to maintain daily fire station operations; AND
2. Supervising firefighting crews in operating equipment to control and extinguish fires; AND
3. Utilizing established standards such as emergency response, safety and health procedure regulations to provide training and ensure employee compliance with established guidelines; AND
4. Directing response and control activities to various emergencies such as, emergency medical services (EMS), structural firefighting, shipboard firefighting, hazardous materials, and confined space rescue.

**EDUCATION:** There is no education substitutes at this grade level.

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>

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

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0000/fire-protection-and-prevention-series-0081>

**BASIC REQUIREMENTS:**

- 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.**

## U. S. DEPARTMENT OF THE NAVY

- 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

- The position requires the incumbent meet and maintain stringent physical and mental fitness in order to successfully perform their duties and responsibilities. Work will include various levels of physical exertion including carrying and use of specialized tools and equipment and carrying victims to safety. Incumbents are required to complete and pass an annual medical examination in accordance with National Fire Protection Association (NFPA) 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments and NFPA 1500, Standard on Fire Department Occupational Safety & Health Program and respiratory requirements. In case of conflict, the most stringent requirements will apply. Incumbent will participate in DOD mandated F&ES Physical Fitness Program in compliance with NFPA 1583.
- Incumbent shall maintain and renew on a timely basis certifications for American Red Cross (ARC) Cardiopulmonary Resuscitation (CPR), First Aid, Automatic External Defibrillator (AED), and certification and/or equivalency at the Emergency Medical Responder level of proficiency. The incumbent shall obtain DoD 6055.06-M, DoD Fire and Emergency Services Minimum Qualification Standard and Certification Requirement and/or equivalency training as required or directed, in order to demonstrate occupational proficiency, continued education and professional skills development.
- The incumbent shall possess and maintain the following:
  - Valid host nation civilian motor vehicle operator license
  - Valid Navy motor vehicle operator permit (OF-346)
  - Tri-annual completion of the Emergency Vehicle Operator Course (EVOC)
  - Bi-annual completion of American Red Cross CPR or BLS
- The incumbent must possess and maintain the following IFSAC/Pro-Board Certifications and/or Completed NSAB FES equivalency in the following:
  - Firefighter Level I and II
  - Marine Firefighter
  - Driver/Operator Pumper
  - Hazardous Materials Awareness
  - Hazardous Materials Operations
  - Hazardous Materials Technician
  - Fire Officer Level I
  - Fire Instructor Level I
  - Fire Inspector Level I
- Must obtain and maintain following DoD FESCP certification within thirty-six months (3 years) from the date of employment:
  - Fire Officer Level II
  - Fire Department Incident Safety Officer
  - Hazardous Materials Incident Commander
- Applicant must be able to speak, read, write and understand English fluently.
- Applicant must be 18 years of age at the time of application.
- External applicants other than Bahraini/Arab Nationals must be registered in LMRA.
- Applicants whose sponsors are exempted from LMRA should provide valid proof of exemption.

**U. S. DEPARTMENT OF THE NAVY**

- A Current Good Conduct Certificate dated within 3 months of this announcement will be requested at the time of Job Offer.
- PASSPORT MUST BE VALID FOR AT LEAST 6 MONTHS AT APPLICATION RECEIPT DATE.
- VISA AND CPR MUST BE VALID FOR AT LEAST 3 MONTHS AT APPLICATION RECEIPT DATE.
- Must possess and maintain a valid Bahrain Driver's License and must be able to obtain and maintain a valid U.S. Government License.

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

| No. | Documents                                                                                                                     | Non US Dependent of US CIV/ Military Spouse Preference (MSP)/Family Member Preference (FMP) |
|-----|-------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 1   | Resume or CV ( <b>ABSOLUTELY NO PHOTOS/PICTURES</b> ). <b>One resume per application ONLY</b>                                 | ✓                                                                                           |
| 2   | Transcripts ( <b>if qualifying on basis of education</b> ) <b>Transcripts must be translated to English to be considered.</b> | ✓                                                                                           |
| 3   | Copy of Passport - Must be valid for at least 6 Months                                                                        | ✓                                                                                           |
| 4   | Copy of SF-50                                                                                                                 |                                                                                             |
| 5   | Family Affiliation                                                                                                            | ✓                                                                                           |
| 6   | Foreign National Screening Questionnaire (Blank form available in the job portal)                                             | ✓                                                                                           |
| 7   | Copy of Spouse's PCS order with dependent listed <b>AND</b> Dependent entry approval                                          | ✓                                                                                           |
| 8   | Copy of Bahrain Vehicle Driver's License (Front & Back) - Must be valid for at least 3 Months                                 | ✓                                                                                           |
| 9   | US Government Motor Vehicle Operator license (OF-346)                                                                         | ✓                                                                                           |
| 10  | Copy of Valid Certificate: Emergency Vehicle Operator Course (EVOC)                                                           | ✓                                                                                           |
| 11  | Valid American Red Cross CPR or Basic Life Support (BLS) certificate                                                          | ✓                                                                                           |
| 12  | Copy of Valid IFSAC/PROBOARD Certificate: Firefighter I and II                                                                | ✓                                                                                           |
| 13  | Copy of Valid IFSAC/PROBOARD Certificate: Marine Firefighter                                                                  | ✓                                                                                           |
| 14  | Copy of Valid IFSAC/PROBOARD Certificate: Hazardous Materials Awareness, Operations, Technician.                              | ✓                                                                                           |
| 15  | Copy of Valid IFSAC/PROBOARD Certificate: Driver/Operator - Pumper                                                            | ✓                                                                                           |
| 16  | Copy of Valid IFSAC/PROBOARD Certificate: Fire Officer I                                                                      | ✓                                                                                           |
| 17  | Copy of Valid IFSAC/PROBOARD Certificate: Fire Instructor I                                                                   | ✓                                                                                           |
| 18  | Copy of Valid IFSAC/PROBOARD Certificate: Fire Inspector I                                                                    | ✓                                                                                           |

**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](mailto:applicationbahrain@us.navy.mil)

- Your application **MUST** have the Announcement Number in the subject line of your e-mailed application (i.e. NSA-25-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](mailto:HROBahrain@us.navy.mil).

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

**\*\* Please note that [HROBahrain@us.navy.mil](mailto:HROBahrain@us.navy.mil) is for INQUIRIES ONLY. Do NOT submit your resume to this e-mail. \*\***