

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

ANNOUNCEMENT #: NSA-24-021
POSITION: Shipbuilding Specialist
PP-SERIES-GRADE: BG-1101-13 FPL 14
MONTHLY SALARY RANGE: BD1,498.667– BD2,238.667
LOCATION: FDRMC BAHRAIN

OPENING DATE: 23-JUN-2024
CLOSING DATE: 27-JUN-2024
APPOINTMENT TYPE: FULL TIME / PERM
HOUR OF DUTY: 48 HRS
VACANCIES: 08

WHO MAY APPLY: NON-U.S. CITIZEN FAMILY MEMBERS OF DOD CIVILIAN EMPLOYEE AND/OR MILITARY SPOUSES; CURRENT BG EMPLOYEES OF FDRMC ONLY.

IMPORTANT INFORMATION:

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.cnrc.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@me.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 will be located at the Forward Deployed Regional Maintenance Center (FDRMC Det Bahrain) in the Waterfront Operations Department Code B300. The incumbent is the Shipbuilding Specialist for ships, carriers, submarines, boats and crafts assigned to the respective region. The shipbuilding specialist performs the specification planning to include estimating and material sourcing, evaluations, surveillance, and monitoring of all repairs, overhauls, alterations and conversions of surface combatant vessels, and other vessels. Accomplishes ship inspections to determine ship’s material condition and the interrelationship of systems and component parts to validate work candidates and ensure inclusion of all work requirements in the specifications developed. Utilize various procedures and standards to prepare labor, supervision, equipment and material cost estimates. This estimate includes budgeting, purchasing and resource planning. Assist the maintenance team, contracts, and Engineering/Quality Assurance by planning, assisting by answering pre-bid questions, reports and inspection deficiency reports and providing information pertinent to the proper execution, implementation and recording of the surveillance program for the availability as assigned. The incumbent takes positive measures to prevent unauthorized modifications/alterations to any vessels in preparation for or in availability. The incumbent will conduct procedure review, procedure evaluation, corrective action, product verification inspections and data evaluations to ensure authorized work is accomplished in accordance with the specifications and as agreed upon with the customer. Incumbent provides in shop and on ship oversight and monitoring of contracted work during availabilities. This includes determining work progress, inspection of job worksite, ensuring system or component cleanliness controls (Foreign Material Exclusion), observation of check 3 points, and the subsequent paperwork that is associated with these tasks. Develops Requests for Contract Changes (RCC) in response to contractor furnished reports, authorized liaison action reports and technical requirements. The incumbent is responsible to plan and coordinate on-site reviews for the evaluation of personnel protection/prevention and safety programs for compliance with appropriate procedures, contracts and specifications. The incumbent is responsible for the execution, implementation and recording of the surveillance program to ensure contractor compliance of contractual requirements. The incumbent may be required to work multiple assignments at various stages of the availability and at various locations, which include but not limited to onboard naval vessels, contractor facilities, and traveling to other stateside locations or foreign countries. Performs other duties as assigned by the Supervisor.

QUALIFICATIONS/EVALUATION REQUIREMENTS

BASIC REQUIREMENTS:

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

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NOTE: Equivalent combinations of education and experience are qualifying for all grade levels and positions for which both education and experience are acceptable.

BG-13: SPECIALIZED EXPERIENCE: One (1) year equivalent to at least BG-11 **And/ OR Education:** Ph.D. or equivalent doctoral degree or 3 full years of progressively higher level graduate education leading to such a degree or LL.M., if related.

Specialized Experience: 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. Performing surveillance of repairs to surface combatant vessels; AND
2. Completing ship inspections to determine ship's material condition; AND
3. Determining contractor progress and work quality of combatant vessels.

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

- Applicant must be able to speak, read, write and understand English fluently.
- Applicant must be 18 years of age at the time of application.
- Applicants other than Bahraini/Arab Nationals must be registered in LMRA.
- Applicants whose sponsors are exempted from LMRA should provide valid proof of exemption.
- 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.
- BAHRAIN DRIVER'S LICENSE MUST BE VALID FOR AT LEAST 3 MONTHS AT THE TIME OF APPLICATION.
- The incumbent required sites require extensive physical exertion, at times walking climbing in and out of ship spaces, compartments, up and down ladders on the ship, in and out of tanks and dry-docks.
- The incumbent is required to carry up to 50 pounds in the performance of their duties.
- The incumbent may be exposed to strong odors and fumes from paint, fuels and chemicals used in many work processes.
- The incumbent may be subjected to high noise levels while shipboard and in contractor shops during all work phases.

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- The incumbent may be required to climb ladders, scaffolding, and step through hatches, descend through scuttles and shipboard structures to perform inspections.
- The incumbent should wear personal protective gear consists of hard hat, safety glasses, ear plugs and/or muffs, and steel toe safety shoes at a minimum.
- The position requires satisfactory completion of medical examination.
- Incumbent CNRMC Workforce Development Training within two years from employment.
- Incumbent may be required to be National Association Corrosion Engineers Coating Inspector Program 1(NACE CIP1) qualified or The Society for Protective Coatings NAVSEA Basic Paint Inspector (NBPI) certified for paint coating inspections within two years from employment.
- Incumbent may be required to be Non Destructive Testing (NDT) qualified or complete Weld/Braze Workmanship training for welding inspections within two years from employment.
- Incumbent should finish the required computer training and operation of Navy unique programs/systems within two years from employment.

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

No.	Documents	Non US Spouse & Family member of US military or US CIV Employee	Current BG Employees
1	Resume or CV (ABSOLUTELY NO PHOTOS/PICTURES). One resume per application	✓	✓
2	Transcripts (if qualifying on basis of education) Transcripts must be translated to English to be	✓	✓
3	Copy of Passport - Must be valid for at least 6 Months	✓	
4	Copy of SF-50		✓
5	Family Affiliation (Sample format available in Job Portal)	✓	✓
6	Foreign National Screening Questionnaire (Blank form available in the Job Portal)	✓	✓
7	Copy of PCS orders with dependents listed AND Dependent entry approval	✓	
8	Applicants whose sponsors are exempted from LMRA should provide valid proof of exemption.	✓	
9	Copy of Bahrain Vehicle Driver's license (Front & Back) - Must be valid for at least 3 Months		✓

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

Military spouse preference and Family member preference applicants, 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.

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

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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@me.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.

The screenshot shows an email composition interface. The 'To...' field contains 'Application Bahrain;'. The 'Subject' field contains 'NSA-20-XXX'. The 'Attached' section lists five PDF files: 'Passport.pdf (21 KB)', 'Transcripts.pdf (21 KB)', 'Family Affiliation.pdf (21 KB)', 'Resume-CV.pdf (21 KB)', and 'ID Scans.pdf (21 KB)'. A 'Send' button is visible on the left side of the interface.

- 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@me.navy.mil.

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

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