



**SUBJECT:** **JOB OPPORTUNITY: Laborer**

**OPEN TO:** **Ordinarily Residents (OR) only**

**POSITION:** **Laborer**

**OPENING DATE:** February 02, 2015

**CLOSING DATE:** February 16, 2015

**WORK HOURS:** Intermittent/When Actually Employed

**LENGTH OF HIRE:** 30 work days per year (work on an as needed basis)

**SALARY:** Position Grade: FSN-1 (CZK 124, - per hour)

The U.S. Embassy in Prague, Czech Republic, is seeking an employee for the position of General Labor/Mover.

#### **BASIC FUNCTION OF POSITION**

Interested in working for short periods of time, or fill other temporary staffing needs?

The Embassy is currently accepting applications for a temporary, when actually employed (WAE) General Labor position under a PSA Limited appointment (employed for up to 30 days in a year). This person performs warehouse-related activities, such as handling and moving office and household furniture and equipment, mostly in unclassified areas of the Embassy, Ambassador's and DCM's Residences, and other US Government property in Prague.

This position is open to Ordinarily Residents (OR) only. An Ordinarily Resident person is a Czech citizen or other nationality who has legal, permanent resident status within the Czech Republic and has the required work and/or residency permits for employment in country.

#### **QUALIFICATIONS REQUIRED**

**NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.**



1. Education: Completion of elementary school is required.
2. Language Proficiency: Level I speaking/writing English (rudimentary) is required. Level III speaking/writing Czech (good working knowledge) is required.
3. Skills and Abilities: Must be able to perform moderately heavy work, and make heavy lifts at times.

#### **ADDITIONAL SELECTION CRITERIA**

Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.

#### **TO APPLY**

Interested candidates for this position must submit a current resume or curriculum vitae (CV) that provides education and employment history, citizenship, veteran's status, and a notation if you have ever worked for the U.S. Government before.

#### **SUBMIT APPLICATION IN WRITING BY E-MAIL TO:**

[HROPrague@state.gov](mailto:HROPrague@state.gov). Please include "Laborer" in the subject line.

Or by fax to: 257-022-811

Or by mail to:

Human Resources Office  
American Embassy Prague  
Trziste 15  
118 01 Prague 1, Czech Republic

**CLOSING DATE FOR THIS POSITION: February 16, 2015**



The U.S. Mission in the Czech Republic provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.