

VACANCY ANNOUNCEMENT

American Embassy Nouakchott

OPEN TO: US Citizen Appointment Eligible Family Members (AEFMs) – All Agencies
POSITION: When Actually Employed (WAE) Registered Nurse (RN),
GRADE FP-5
OPENING DATE: Wednesday, March 12, 2014
CLOSING DATE: Wednesday, March 26, 2014
WORK HOURS: WAE; up to full-time 40 hours/week (work schedule to be determined and flexible according to the needs of the Mission).
SALARY: (available once FP grade is confirmed by Washington)

NOTE: *Only US Citizen Appointment Eligible Family Members (AEFM) as defined below of U.S. Government employees assigned to the Mission under the Chief of Mission (COM) authority are eligible for consideration. A US Citizen EFM does not have to be residing in country to be considered, but the Sponsoring Officer under COM authority does have to be officially assigned to Post.*

The U.S. Embassy in Nouakchott is seeking an Appointment Eligible Family Member (AEFM) for employment in country for the position of Registered Nurse (RN) in the Health Unit (HU).

BASIC FUNCTION OF POSITION:

The incumbent will provide comprehensive primary health care services to American direct hire and PSCs employees of all U.S government Agencies under the Chief of Mission and their eligible family members and Locally Employed Staff (LES) for work-related injuries. The incumbent will be on a WAE schedule; however, when filling in for the HU nurse, s/he will be on call 24 hours 7/7 days week to respond to emergencies after hour calls and home visit when needed. The incumbent reports to directly to the Foreign Services Health Practitioner, indirectly to the Regional Medical Officer and the Management Officer.

QUALIFICATIONS REQUIRED:

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

- 1) Must be a U.S. citizen with a Secret clearance or ability to obtain one
- 2) Graduate of professional nursing school with a current and unrestricted registered Nurse license from the U.S, Puerto Rico or western European equivalent is required;
- 3) At least two years of hospital or outpatient nursing is required. Previous experience teaching at least three of the following health promotion activities is required;
- 4) Level 4 (Fluent) Speaking/Reading English is required
- 5) Ability to work closely with others and must have good working knowledge of medical system and facilities based data systems, word processing, excel, spreadsheets.

If the selectee does not qualify at the full performance level (Washington makes the grade determination for all AEFMs and EFMs based on education and

experience), he/she will enter at a lower grade level and will receive an upgrade after one year.

SELECTION PROCESS

When equally qualified, US Citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Currently employed US Citizen EFMs who hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
4. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment, unless currently hired into a position with a When Actually Employed (WAE) work schedule.

TO APPLY:

Interested candidates for this position should submit the following:

1. Letter of Application
2. DS-174 Application Form or a current resume or curriculum vitae that includes information requested on the DS-174 (the Employment Form DS-174 is also available at: <http://mauritania.usembassy.gov/employment.html>); plus
3. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position listed above.
4. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application.

NOTE: Ref: 14 STATE 23458 As of April 1, 2014, any U.S. veteran who accepts a locally recruited position abroad may not invoke this preference again with the same agency at the same post.

(EXCEPTION: Any preference-eligible veteran employed before April 1, 2014 may invoke the Veterans' Hiring Preference once more with the same agency.)

DELIVER APPLICATION to the front gate application deposit box at the Embassy guard reception with announcement number "**JAE#13-FY14**" on the envelope; or mail it to the following address:

American Embassy Nouakchott

P. O. Box. 222
Nouakchott, Mauritania
Tel: 45-25-26-60

PLEASE DO NOT INCLUDE ANY OTHER MARKINGS BESIDES THE JOB ANNOUNCEMENT NUMBER AND THE EMBASSY ADDRESS ON THE ENVELOPE

POINT OF CONTACT:

Human Resources Office

Telephone: 45-25-26-60 ext: 4475, 4488 or 4718

Fax: 45-25-15-92

Email: HROnouakchott@state.gov**DEFINITIONS**

AEFM: A type of EFM that is eligible for direct hire employment on either a Family Member Appointment (FMA) or Temporary Appointment (TEMP) provided s/he meets all of the following criteria:

- US citizen
 - Spouse or child who is at least 18 years of age;
 - Listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad with a USG agency that is under COM authority;
 - Is resident at the sponsoring employee's or uniform service member's post of assignment abroad, approved safehaven abroad, or alternate safehaven abroad; and
 - Does not receive a USG annuity or pension based on a career in the US Civil or Foreign services.
1. EFM: Family Members at least 18 years of age listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed to a US Foreign Service post or establishment abroad with a USG agency that is under COM authority who do not meet the definition of AEFM above.
 2. Member of Household (MOH): A MOH is a person who: 1) Has accompanied, but is not/not on the travel orders of a U.S. citizen Foreign or Civil Service employee or uniform service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad; 2) Has been declared by the sponsoring employee to the Chief of Mission as part of his/her household; and 3) Resides at post with the sponsoring employee.
 3. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permits for employment in country.
 4. Not-Ordinarily Resident (NOR): Typically NORs are US Citizen EFMs and EFMs of Foreign Service, Civil Service and uniformed service members who are eligible for employment under an American USG pay plan, on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

ONLY THOSE WHOSE APPLICATIONS HAVE BEEN TAKEN INTO CONSIDERATION WILL BE CONTACTED FOR INTERVIEW AND/OR TEST.

CLOSING DATE FOR THIS POSITION: Wednesday, March 26, 2014

The US Mission in Nouakchott 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.

DRAFTED: HR: JESTEVEES



CLEARED: HU: LHASSAN, FNP-C - lth

APPROVED: MO: MZADVA

