ANNOUNCEMENT NUMBER: JA#18FY-2014

VACANCY ANNOUNCEMENT

American Embassy Nouakchott

OPEN TO: All Interested Candidates

POSITION: Civil Engineer (OBO), **FSN-10 or FP-05 (step 5 – 14)***

OPENING DATE: **Tuesday, March 18, 2014**

CLOSING DATE: **Tuesday, April 1, 2014**

WORK HOURS: Full-time; 40 hours/week

SALARY: Available upon request from HR
(*FP Grade to be confirmed by Washington)

LENGTH OF HIRE: **Approximately Three (3) years** (until completion of the New Embassy Compound)

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Nouakchott is seeking one individual for the position of Civil Engineer, FSN-10 or FP-05 (step 5 -14)*, within the Office of Overseas Building Operations (OBO).

BASIC FUNCTION OF POSITION:

The Civil Engineer (CE) reports to the Project Director and is responsible for overseeing the contractor's civil, structural and architectural work for quality and conformance to plans and specifications. The CE recommends approval of plans and technical submittals and develops change orders including preparing cost estimates and scopes of work and other engineering duties related to the construction of the Nouakchott NEC. S/he shall be capable of working independently and shall provide professional engineering services.

QUALIFICATIONS REQUIRED

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

1. A University Degree
2. 7- 10 years of prior experience in Civil Engineering, Structural Engineering or Architecture is required.
3. Design and Construction administration experience is required. Experience with US codes and criteria on Department of State facilities is beneficial. Preference will be given to those individuals who possess both Engineering and architectural experience.
4. Level IV French and IV English (speaking/reading/writing) required; Must be able to communicate via Email at the level IV English and the ability to provide written technical reports.
5. Must have computer skills, especially Microsoft Word and Excel.
6. Knowledge of design and construction procedures on office buildings is required; Knowledge of Safety, Quality Assurance, and International Building Codes is preferred.

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 WITH ANNOUNCEMENT NUMBER: JA#18FY-2014 on the envelope to the front gate application deposit box at the Embassy guard reception; or mail it to the following address; or email by Close of Business (1700) April 1, 2014:

E-mail address
HRONouakchott@state.gov

American Embassy Nouakchott
P. O. Box. 222
Tel: **45-25-26-60**

POINT OF CONTACT:
Human Resources Office
Telephone: **45-25-26-60 ext: 4475, 4488 or 4718**
Fax: **45-25-15-92**

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

DEFINITIONS

1. 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.

2. EFM: Family Members at least 18 years of age listed on the travel orders of a Foreign of 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.

3. 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.

4. 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.

5. 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 WHO'S APPLICATIONS HAVE BEEN TAKEN INTO CONSIDERATION WILL BE CONTACTED FOR INTERVIEW AND/OR TEST.

CLOSING DATE FOR THIS POSITION: ***Tuesday, April 1, 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, ADougherty
Cleared:HR, JMEsteves
Cleared: OBO, JMcCall

Approved: MO, MZadva