

EMPLOYMENT VACANCY

AMERICAN EMBASSY WELLINGTON

**POSITION TITLE: Marine Security Guard (MSG)
Detachment Driver**

DATE: July 20, 2009

NO: VA 09-05

TO: All Interested Candidates

Opening Date: Monday July 6, 2009
Closing Date: COB Monday July 20, 2009
Commencement date: As soon as possible
Work Hours: Full time – 40 hours per week
Salary: Applicants who are ordinarily resident in New Zealand
FSN – 04
(Step 1: NZD 33,113 per annum)

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

The MSG Detachment is seeking a qualified individual for a Marine Driver's positions at the American Embassy in Wellington.

BASIC FUNCTION OF POSITION

The incumbent of this position is required safely and efficiently operate a motor vehicle to transport members of the Marine Security Guard Detachment in and around Wellington City.

REQUIRED QUALIFICATIONS

- Completion of secondary school is required.
- Level 3 English- Good English both written and spoken is required. .
- A full clean New Zealand driver's license is required.
- The successful applicant must be able to work shifts.
- Good knowledge of the local area

SELECTION PROCESS

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

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining the successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. EFMs who currently hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of that appointment.

TO APPLY

Applicants interested in this position should submit the following:

1. Application for Federal Employment (SF-171 or OF-612); or
2. A current resume or curriculum vitae that provides the same information as an OF-612; plus
3. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that address the qualification requirements of the position as listed above.

Please note that any successful applicant from a constituent post would have to pay his/her own travel and removal expenses.

SUBMIT APPLICATION TO:

Human Resources Office
U.S. Embassy
PO Box 1190, Wellington
Or e-mail: Wellington.HR@state.gov

Clearly indicate on the application form that you are interested in the MSG Driver's position – Wellington

CLOSING DATE FOR THIS POSITION: CLOSE OF BUSINESS, JULY 20, 2009
AN EQUAL OPPORTUNITY EMPLOYER
