

U.S. MISSION, PAKISTAN - EMBASSY ISLAMABAD

VACANCY ANNOUNCEMENT NUMBER: 11-152

OPEN TO: All Interested Candidates
POSITION: Electrician, FSN-4, FP-AA*
POSITION NO: I-52845, I-52846, I-52847, I-52848
WORK HOURS: Full-time; 40 hours/week
SALARY: *Not-Ordinarily Resident: US\$24,156 p.a. (Starting salary)
(Position Grade: FP-AA to be confirmed by Washington)
*Ordinarily Resident: Rs.439, 478 p.a. (Starting salary)
(Position Grade: FSN-4)

OPENING DATE: September 30, 2011
CLOSING DATE: October 13, 2011

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

The U.S. Embassy in Islamabad is seeking an individual for four positions of Electrician in the Facility Management Office.

BASIC FUNCTION OF POSITION:

The incumbent of this position performs full journeymen level maintenance and repair work in the electrical trade. Responsible for new installations, upgrades to existing installations of both high voltage (11000 Volts) and low voltage installations. Works on the delta barriers and sliding gates electrical systems for its routine maintenance and emergency repairs. Receives oral instructions or work order concerning work to be done, and proceeds to accomplish the necessary maintenance, repair, or installation of equipment in accordance with established trade practices, methods, working from blue prints, schematic drawings as necessary. Performs other related duties assigned by the supervisor.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office.

QUALIFICATIONS REQUIRED:

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

- 1. EDUCATION:** Completion of ten years of education and one year vocational training in electrician trade is required.
- 2. EXPERIENCE:** Six years practical experience, as a journeyman electrician in all phases of electricity is required.
- 3. LANGUAGE:** Level II English (limited) and Level III Urdu (good working knowledge) are required.
- 4. KNOWLEDGE:** Incumbent must be proficient in all phases of electrical maintenance.
- 5. ABILITIES & SKILLS:** Must have an ability to read blue prints, estimate material for specific jobs and use all types of testing equipment required in the electrical trade. Incumbent requires to gives guidance to apprentices and helpers and trains each accordingly. A valid Pakistani LTV or Motor Car/Jeep driving license is required.

SELECTION PROCESS:

When equally qualified, 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. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the required qualifications as advertised in the vacancy announcement. Trainee level(s) may be established below the full performance grade level listed if not fully qualified.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply within six months from the effective date of the reassignment/promotion.
6. Current employees who have received any job related training are not eligible to apply in another section/agency within six months from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission, Pakistan and, if so, in which section they are employed.

TO APPLY:

Interested applicants for this position must submit duly filled DS-174 (Application for Employment as Locally Employed Staff) to the following GPO address. To see all open advertised positions, please visit Embassy website http://islamabad.usembassy.gov/employment_opportunities.html. Only shortlisted candidates will be contacted for the test or interview. Interested candidates should clearly mark the position title they are applying for on the envelop. Incomplete and late submissions will not be considered.

SUBMIT COMPLETED DS-174 TO:

Human Resources Office
U.S. Embassy Islamabad
P.O. Box 1048, GPO
Islamabad.

DEFINITIONS:

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFM's (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: October 13, 2011

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.