

ANNOUNCEMENT NUMBER: 16-42

POSITION TITLE: TRADES HELPER/PAINTER, FSN-02/FP-CC

The U.S. Embassy Dushanbe is seeking an individual for a position of Trades Helper/Painter. The incumbent is responsible to assist in performing general remodeling, repair and preventative maintenance work at all government owned property including the Chancery, warehouse and residences. The incumbent is responsible to perform plumbing repairs and minor renovations under the direction of others. The incumbent assists in performing routine preventative maintenance on all equipment involving HVAC, Fire and electrical systems. The incumbent participates as a member of a highly effective team in responding to customer work order requests and in facilitating Embassy Mission Goals. The incumbent participates as a member of the paint crew.

QUALIFICATIONS REQUIRED:

- 1. EDUCATION:** Successful completion of secondary school.
- 2. EXPERIENCE:** Two years general experience in the building trades with a concentration in one (mechanical, electrical, plumbing, carpentry)
- 3. LANGUAGE:** Level I (Rudimentary Knowledge) in written and spoken English is required. Level II (Limited Knowledge) in written and spoken Russian and/or Tajik is required. **THIS WILL BE TESTED.**
- 4. KNOWLEDGE:** Specific knowledge of applying coatings to various surfaces both interior and exterior.
- 5. SKILLS AND ABILITIES:** Ability to assist in maintaining the Embassy and all government owned and leased properties to safe and reliable standards.
- 6. SKILLS AND ABILITIES:** Must possess and maintain a valid Tajik Class 'B' Driver's License. **THIS WILL BE TESTED.**

HOW TO APPLY: Applicants must submit the following documents to be considered:

1. [Universal Application for Employment Form DS-174](#), available on our website or by contacting Human Resources. (See "For Further Information" above);
2. Any additional documentation that supports or addresses the requirements listed above (e.g. transcripts, degrees, etc.)

WHERE TO APPLY:

Human Resources Office

Mailing Address: #109 'A' Ismoili Somoni Ave., U.S. Embassy Dushanbe

FAX Number: N/A

E-mail Address: Dushanbe_Jobs@state.gov

The deadline for application is October 5, 2016

Applications and documents presented become the property of the Embassy and will not be returned. Successful candidates, who meet the criteria for this position, will be called and invited for an interview.