



VACANCY ANNOUNCEMENT

JVA 16-49

U.S. Mission the Netherlands

The U.S. Embassy in The Hague is seeking eligible and qualified candidates for the position of

Plumber (Loodgieter)

- Open to:** All Interested Candidates / All Sources
- Position:** Plumber
- Opening Date:** Thursday, November 03, 2016
- Closing Date:** Wednesday, November 16, 2016
- Work Hours:** Full-time - 40 hours per week
- Salary:** Ordinarily Resident (OR): EUR **29,247** per year (Position Grade: FSN - 5)*
Not-Ordinarily Resident (NOR): USD **32,931** per year (Position Grade: FP - 9)**
- *NOTE: An additional **20.2%** will be added to the OR salary listed above for allowances and premiums. There are approximately 16 (American and Dutch) holidays a year in addition to your annual leave ('vakantiedagen').
- **NOTE: Final grade and steps for NORs will be determined by Washington.

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

NOTE: Due to the high volume of applications received, we will only contact applicants who are being considered for an interview. Thank you for your understanding.

BASIC FUNCTION OF POSITION

The incumbent reports to the Building Engineer/Maintenance Supervisor. The incumbent is employed as a journeyman level Plumbing Maintenance Mechanic to carry out skilled maintenance and repair work on the critical and non-critical Plumbing and mechanical systems throughout the New Embassy Compound (NEC) functional/office buildings, on-compound ancillary support and residential buildings, above and below ground infrastructures, and other owned/leased properties.

The incumbent specializes in the operations and maintenance of plumbing and mechanical systems, apparatuses, and components that are part of the complex operating systems within the Embassy facilities.

The incumbent will perform preventive maintenance, repairs, routine service, testing, and when necessary the replacement of plumbing and mechanical equipment. S/He will serve as lead technician on hot and cold water piping systems, wastewater piping systems and vent stacks, storm water management systems, natural gas supply systems, chilled water systems, geothermal wells and pumps, water treatment facilities, fire suppression systems, compressed air systems, fuel storage and distribution systems, and irrigation systems.

The incumbent will ensure that servicing and repairs are per the manufacturer's guidance, meet International Building Code standards, and that equipment is functioning at peak efficiency; incorporates safe work practices into all activities.

QUALIFICATIONS REQUIRED

Applicants must address each required qualification listed below with specific and comprehensive information supporting each item. Applications with incomplete information will be deemed unqualified.

- 1. Education:** Completion of secondary school required. Successful completion of a minimum four (4) year specialized vocational training program from an accredited institute recognized as producing journeyman level plumbing and mechanical technicians with a vocational degree in Installation Technology.
- 2. Experience:** A minimum of three (3) years' experience at the journey-level in the installation, repair, and maintenance of commercial plumbing and/or mechanical systems. Work experience must show a progression of increased responsibility, and the ability to repair complex equipment, components, and systems.
- 3. Language Requirements:** Level IV (fluent) Speaking/Reading/Writing English, in order to understand technical information, contract documents, correspondence, and Level III (good working knowledge) Speaking/Reading/Writing Dutch, in order to communicate with local contractors and other LE Staff.
- 4. Job Knowledge:** The incumbent is required to have a thorough, technical understanding of commercial plumbing/mechanical systems and equipment, with a specialty in plumbing systems. Must know how to diagnose the root cause of a problem and what materials and equipment will be needed to facilitate repairs. Must know how to work safely on equipment, systems and associated components including the use of lock-out / tag-out safety measure. Knowledge of International Building Code (IBC) standards and fire and life safety codes is required.
- 5. Skills and Abilities:** The incumbent must be able to read and interpret plumbing and mechanical layout drawings, riser diagrams, piping schematics, various equipment schedules, operations and maintenance manuals, as-built drawings, building codes and other construction documents. The incumbent shall have skills and abilities in the following areas: diagnosing and repairing filtration systems, water pumps, hot and cold water systems; testing potable water system components, monitoring of chemical and salt injection systems, and taking equipment readings with various meters; use of hand tools, power tools, and specialty tools to determine appropriate repairs. Additional skills include installation, repair and welding of various types of plumbing pipe such as PVC and CPVC, copper, galvanized, stainless steel, and black pipe; distinguishing frequencies and sounds, color codes and odors in the operation of equipment in order to troubleshoot for repairs. Additional abilities include responding to emergency situations in an efficient and timely manner to effect immediate repairs; work in various adverse conditions such as tight or enclosed spaces, working on ladders at various heights, and working in temperature extremes, indoors or outdoors, to complete work assignments; communicate orally and in writing with co-workers, contractors and vendors to obtain and provide pertinent information. Must be computer literate, able to navigate through the Microsoft Office Suite software including MS Word, Excel, Outlook, and Power Point; able to draft reports and create spreadsheets, and able to write e-mails and research information on the Internet. A valid driver's license with a clean driving record is required. Must have excellent interpersonal skills and be able to handle a large workload and multiple tasks. Must be organized. Must be able to lift 25 kilos.

All of the above qualifications may be tested through an assessment as part of the recruitment process.

FOR FURTHER INFORMATION

The complete position description listing all of the duties and responsibilities may be obtained on our [website](#) and/or by contacting the Human Resources Office at telephone: 070 310 2235.

HIRING PREFERENCE SELECTION PROCESS

Applicants in the following hiring preference categories are extended a hiring preference in the order listed below. Therefore, it is essential that these applicants accurately describe their status on the application. Failure to do so may result in a determination that the applicant is not eligible for a hiring preference.

HIRING PREFERENCE ORDER

- (1) AEFM / USEFM who is a preference-eligible U.S. Veteran*
- (2) AEFM / USEFM
- (3) FS on LWOP**

* **IMPORTANT:** Applicants who claim status as a preference-eligible U.S. Veteran must submit a copy of the most recent Member Copy Four (4) of the DD-214, Certificate of Release or Discharge from Active Duty, and, if applicable, a letter from the U.S. Department of Veterans Affairs. If claiming conditional eligibility for U.S. Veterans' preference, applicants must submit proof of conditional eligibility. If the written documentation confirming eligibility is not received in the HR office by the closing date of the vacancy announcement, the U.S. Veterans' preference will not be considered in the application process. Mission HR's decision on eligibility for U.S. Veterans' preference after reviewing all required documentation is final.

** This level of preference applies to all Foreign Service employees on LWOP.

ADDITIONAL SELECTION CRITERIA

1. Management may consider any of the following when determining successful candidacy: nepotism, conflicts of interest, budget, and residency status.
2. Current OR employees serving a probationary period are not eligible to apply. Current OR employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report (EPR) are not eligible to apply.
3. Current NOR employees hired on a Family Member Appointment (FMA) or a Personal Service Agreement (PSA) are not eligible to apply within the first 90 calendar days of their employment, unless they have a When Actually Employed (WAE) work schedule.
4. The candidate must be able to obtain and hold the following: Local Security Certification.
5. Candidates who are EFM, USEFM, AEFM, or MOH must have at least one year remaining on their sponsor's tour of duty to be considered eligible to apply for this position.

HOW TO APPLY

Applicants must submit the following documents **in English** to be considered. Failure to do so may result in a determination that the applicant is not qualified.

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

WHERE TO APPLY

Please submit your application **in English** via our [website](#). If you are unable to submit your application via the "Apply Now" button, please email your application to hrothe Hague@state.gov and mention the position you are applying for in the subject line. You will receive an automatically generated confirmation.

EQUAL EMPLOYMENT OPPORTUNITY

The U.S. Mission 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.

Appendix (DEFINITIONS)

Eligible Family Member (EFM): An EFM for employment purposes is an individual who meets **all** of the following criteria:

- U.S. Citizen or not a U.S. Citizen; **and**
- Spouse or same-sex domestic partner (as defined in [3 FAM 1610](#)); **or**
- Child, who is unmarried and under 21 years of age or, regardless of age, is incapable of self-support; **or**
- Parent (including stepparents and legally adoptive parents) of employee, spouse, or same-sex domestic partner, when such parent is at least 51 percent dependent on the employee for support; **or**
- Sister or brother (including stepsisters and stepbrothers, or adoptive sisters or brothers) of the employee, spouse, or same-sex domestic partner when such sibling is at least 51 percent dependent on the employee for support, unmarried, and under 21 years of age, or regardless of age, incapable of self-support; **and**
- Listed on the travel orders or approved Form OF-126 of a sponsoring employee, i.e., a direct-hire Foreign Service, Civil Service, or uniformed service member who is permanently assigned to or stationed abroad or, as appropriate, at an office of the American Institute in Taiwan; **and**
- Is under chief of mission authority.

U.S. Citizen Eligible Family Member (USEFM): A USEFM for employment purposes is an individual who meets **all** of the following criteria:

- U.S. Citizen; and
- Spouse or same-sex domestic partner (as defined in 3 FAM 1610) of the sponsoring employee; or
- Child of the sponsoring employee who is unmarried and at least 18 years old; and
- Listed on the travel orders or approved Form OF-126 of a sponsoring employee, i.e., a direct-hire Foreign Service, Civil Service, or uniformed service member who is permanently assigned to or stationed abroad or, as appropriate, at an office of the American Institute in Taiwan; and resides at the sponsoring employee's post of assignment abroad, or as appropriate, at an office of the American Institute in Taiwan; and is under chief of mission authority; or
- resides at an Involuntary Separate Maintenance Allowance (ISMA) location authorized under 3 FAM 3232.2; or
- Currently receives a U.S. Government retirement annuity or pension from a career in the U.S. Foreign Service or Civil Service.

Appointment Eligible Family Member (AEFM): An AEFM for employment purposes is an individual who meets **all** of the following criteria:

- U.S. Citizen; and
- Spouse or same-sex domestic partner (as defined in 3 FAM 1610) of the sponsoring employee; or
- Child of the sponsoring employee who is unmarried and at least 18 years old; and
- Listed on the travel orders or approved Form OF-126 of a sponsoring employee, i.e., a direct-hire Foreign Service, Civil Service, or uniformed service member who is permanently assigned to or stationed abroad or, as appropriate, at an office of the American Institute in Taiwan (AIT); and
- Is under chief of mission authority; and
- Is residing at the sponsoring employee's post of assignment abroad or, as appropriate, at an office of the American Institute in Taiwan; **and**

- Does **NOT** currently receive a U.S. Government retirement annuity or pension from a career in the U.S. Foreign Service or Civil Service.

Member of Household (MOH): An individual who accompanies or joins a sponsoring employee, i.e., sponsor is a direct hire employee under Chief of Mission authority, either Foreign Service, Civil Service, or uniformed service member who is permanently assigned to or stationed abroad at a U.S. mission, or at an office of the American Institute in Taiwan. A MOH is an individual who meets the following criteria:

- (1) Not an EFM and therefore not on the travel orders or approved through form OF-126 Foreign Service Residence and Dependency Report of the sponsoring employee; and
- (2) Officially declared by the sponsoring U.S. Government employee to the Chief of Mission (COM) as part of his or her household and approved by the COM; and

Is a parent, grandparent, grandchild, unmarried partner, adult child, foreign born child in the process of being adopted, father, mother, brother, sister, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister who falls outside the Department's current definition of Eligible Family Member 14 FAM 511.3. A MOH may or may not be a U.S. Citizen.

Not Ordinarily Resident (NOR) – An individual who meets the following criteria:

- An EFM, USEFM or AEFM of a direct-hire Foreign Service, Civil Service, or uniformed service member permanently assigned or stationed abroad, or as appropriate, at an office of the American Institute in Taiwan; or
- Has diplomatic privileges and immunities; and
- Is eligible for compensation under the FS or GS salary schedule; and
- Has a U.S. Social Security Number (SSN); and
- Is not a citizen of the host country; and
- Does not ordinarily reside in the host country; and
- Is not subject to host country employment and tax laws.

Ordinarily Resident (OR) – An individual who meets the following criteria:

- A citizen of the host country; or
- A non-citizen of the host country (including a U.S. citizen or a third-country national) who is locally resident and has legal and/or permanent resident status within the host country and/or who is a holder of a non-diplomatic visa/work and/or residency permit; and/or
- Is subject to host country employment and tax laws.