



Fleet & Family Readiness
U.S. Naval Station - PSC 819 Box 14
FPO AE 09645-0014

Announcement Number: MWR-021-09 08/13/2009
Closing Date: Open until Filled
1st Cut Off: 08/20/2009
Cut Offs every 7 days

CLUB OPERATIONS AIDE - Champions

FLEXIBLE SCHEDULE (0 to 40 hours per week)

PAY BAND: NF-01

STARTING SALARY: \$8.95 per hour

AREA OF CONSIDERATION: Spouses of active duty U.S. military personnel stationed in the Rota commuting area will receive employment preference. In the absence of a qualified military spouse, spouses of DOD civilian employees, active duty and military/civilian family members may be considered for employment.

NOTE: Selected applicant will not lose any entitlement to future spouse preference eligibility for any other NAF or GS position. Selectee is subject to Direct Deposit of Pay.

THIS POSITION REQUIRES SUCESSFUL COMPLETION OF LOCAL BACKGROUND, NATIONAL AGENCY CHECK INVESTIGATION AND PHISICAL EXAM.

This position is located at the Hospitality Division of the Morale, Welfare and Recreation Department, Rota, Spain. The incumbent is completely responsible for daily bar inventory. Also is responsible for overall operations at the club in absence of the facility manager, coordinates activities in the facility to ensure smooth and efficient operations. Must assist in the training of personnel and ensuring adequate manning for special events as well as routine operations. Will be required to work nights, weekends, holidays, and split shifts. Performs other duties as assigned.

QUALIFICATIONS: Knowledge of computerized inventory recording, business administration and accounting procedures are required. Experience in food service operations is desired and the incumbent must be able to properly supervise employees. Must also have the ability to render decisions and the ability to influence others in obtaining cooperation and assistance.

Submit applications on form SF-171 or OF-612 and family member status form to the F&FR Personnel Office between the hours of 0830 and 1730, Monday through Friday before the closing date above. For further information, please call extension 727-2596/727-3263.

THE DEPARTMENT OF THE NAVY IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation or any other non-merit factor.