

**JOB OPPORTUNITY ANNOUNCEMENT
AVIANO AIR BASE, ITALY
NON-U.S. APPROPRIATED FUND POSITION**

ANNOUNCEMENT NO. 16-18

**OPENING DATE: 19 March 2018
CLOSING DATE: 30 March 2018**

Applications are being accepted for the position listed below. When applying refer to this announcement by number. For further information, contact the Civilian Personnel Office located in via Pordenone at Aviano Air Base, Area "F" Building 1467, third floor, or call numbers DSN 6328328 or commercial 0434308328. CPO website page: www.31fss.com/force-support/civilian-personnel-section

Applications with pertinent documentation will need to be scanned and e-mailed to the following address: 31fw.lnstaffing@us.af.mil

TITLE, SERIES, GRADE AND SALARY: Architect, U-0808-01
(Permanent - 40 hours per week)

U-01	BP	pm euro	1. 065,20
	3EL	pm euro	899,42
	CONT	pm euro	531,04

LOCATION: 31st Civil Engineer Squadron, Engineering Flight, Project Management Element/CENMP, Aviano Air Base, Italy

MAJOR DUTIES: The primary purpose of this position is to perform professional architectural project management and design duties including cradle to grave programming, design and construction surveillance and/or inspection of construction projects. Performs design work for new construction, renovation and improvement projects for real property facilities, utilizing a professional knowledge of architecture. Applies standard architectural theory and practices to design work of a conventional nature without technical instruction or guidance and identifies limits of the problems involved. Work requires the adaptation of standard architectural design practices on more complex features. Examines and analyzes architectural drawings, plans, designs, specifications and exhibits for military construction program (MCP) projects. Evaluates design objectives, identifies most economical and efficient procedures for building design and performance considering all functional and aesthetic requirements. Makes measured drawings of existing structural conditions and design features. Develops complete working drawings, including floor plans, interior and exterior elevations, sections and scale and full size details of structures. Coordinates all design phases with appropriate managers and staff elements. Prepares project time schedule and cost estimates. Prepares final technical package (specifications, drawings, cost estimates, etc.) for bid. Reviews contractor qualifications and bids and provides technical support to CONS during entire procurement process, including source selection. As project manager, provides construction oversight/management for assigned projects and assumes responsibility ensuring that projects are completed in adherence with customer's needs, regulatory requirements, budget and established timelines. Oversees large and/or complex projects to include work on airfield runways, utility systems, base utility plans, aircraft maintenance shops/hangars, recreation facilities, administrative offices, dormitories, etc. Serves on construction contracts source selection boards. Provides engineering advice in own specialty to other project managers. Attends pre-construction meetings with assigned project inspector. Prepares responses to requests for information submitted by construction contractors through the base contracting office. Checks contractor-submitted materials and equipment for conformance with specifications and requirements; conducts regular site visits with assigned construction inspector to ensure construction is progressing on schedule and to assist the inspector of any construction

deficiency; prepares or recommends any contract changes/modifications needed; performs final inspections to determine that work is completed satisfactorily. Provides technical review of architect and engineer design calculations, cost estimates, analyses, drawings and specifications to ensure compliance with project requirements. Coordinates projects with engineers in other disciplines. In conjunction with the primary duty of design, as on a less frequent basis performs work in programming/base development, and/or operations and maintenance (O&M) functions as Subject Matter Expert on architectural matters. For further information, please contact the Civilian Personnel Office.

Reference Office of Personnel Management (OPM) Qualification Standards

QUALIFICATIONS: Interested applicants must possess professional knowledge of architectural concepts, principles and practices acquired through a “Laurea del vecchio ordinamento” or “Laurea di secondo livello” in the specific discipline i.e. “Architettura”, plus 1 (one) year of specialized experience which has equipped the applicant with the particular knowledge, skills and abilities to perform the duties of the position to be filled, such as: 1) Professional knowledge of design and construction practices and techniques in establishing design parameters and preparing project justification and specifications; 2) Knowledge of drafting techniques and conventions and drafting skills sufficient to convey design concepts and ideas and formulate working drawings; 3) Skill in technical writing sufficient to develop solutions to problems such as procedures and methods of installation of material, extent or scope of work to be performed, quality of materials to be installed and acceptable levels of workmanship; 4) Ability to plan and monitor large-scale facilities projects so as to assure compliance with applicable objectives, standards and requirements; 5) Ability to modify standard practices and adapt techniques to solve a variety of problems. Applicants must submit a copy of their certificate of graduation from a recognized university, listing all the exams and grades.

Good command of the English and Italian languages is required, subject to testing.

Applicant must possess a valid Italian Driving License type “B”.

APPLICANTS MUST ENSURE THAT ALL QUALIFYING EXPERIENCE IS DOCUMENTED IN THEIR APPLICATION. Experience which is not on file at the closing date of the announcement will not be considered.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified candidates will receive equal consideration for this position without regard to race, color, sex, religion, national origin or physical handicap. The supervisor having jurisdiction over the vacancy will be responsible for selection.

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