

Fleet & Family Readiness Programs

NON APPROPRIATED FUND NAF ANNOUNCEMENT NUMBER #WF21-010

LOCATION OF POSITION: Morale Welfare and a Recreation (MWR), NAS Whiting Field, Milton FL

OPENING DATE: 10/08/2021

CLOSING DATE: 10/22/2021

POSITION: Food Service Worker / NA-7408-01

SALARY: \$10.00/PH

EMPLOYMENT CATEGORY: Flexible (May be scheduled to work up to 40 hours weekly. May be required to work weekends, holidays, and evening shifts. No group benefits included)

AREA OF CONSIDERATION: Applications will be accepted from all sources

DUTIES: Performs various simple manual tasks which are easily learned such as: In the serving area: Sets up glasses, silverware, butter, condiments, salads, desserts, bread, and cold beverages on serving counter as instructed. Removes soiled dishes from tables and transports them to the dishwasher. In the food preparation area: Cuts, scrapes, chops, dices, and peels fruits and vegetables. May operate electric can opener, electric potato peeler, etc. In dishwashing area: Separates food waste and trash. Pre-rinses dishes with water to remove food particles before washing. Loads dishes in dishwasher; stacks and stores dishes. Performs other related duties as assigned.

QUALIFICATIONS AND KNOWLEDGE: Understanding of basic food handling techniques. Ability to follow oral instructions and perform routine manual tasks involving few steps. Must have an understanding of personal hygiene standards and simple food handling techniques such as wearing a hairnet, washing hands before cleaning food, and not touching rims of cups. Ability to read and understand written instructions and material such as schedules, menus, recipes. Must have the ability to work safely by moving carts without hitting things, stacking dishes without mishaps, and wiping up spilled foods and liquids to prevent falls. Knowledge of basic arithmetic may be necessary.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: Work requires light to moderate physical effort in frequently lifting or moving objects weighing up to 20 pounds. Constant standing and walking and occasionally lifting up to 45 pounds. Working Conditions: The work area is usually noisy and there is danger of slipping on floors where food or beverages have been dropped or which are wet from daily mopping that is usually performed while the workers are in the area. Workers are exposed to extreme temperatures of the hot kitchen and the walk-in refrigerator and minor cuts and bruises. Steam and heat often cause uncomfortably high temperatures.

NOTE: As a condition of employment, selectee(s) will be required to participate in the Direct Deposit/Electronic Funds Transfer within the first 60 days of employment. This is the DOD standard method of payment of personnel. Employees will be subject to administrative action for failure to enroll unless a waiver has been obtained. Must meet requirements for local & national background check investigations (NACI). Drug testing is a requirement for positions deemed a Test Designated Position (TDP).

As required by Executive Order 14043, Federal employees are required to be fully vaccinated against COVID-19 regardless of the employee's duty location or work arrangement (e.g., telework, remote work, etc.), subject to such exceptions as required by law. If selected, you will be required to be fully vaccinated against COVID-19 and submit documentation of proof of vaccination by November 22, 2021 or before appointment or onboarding with CNIC, if after November 22. CNIC will provide additional information regarding what information or documentation will be needed and how you can request of CNIC a legally required exception from this requirement.

SEE REVERSE SIDE OR BELOW FOR FILING INSTRUCTIONS AND ADDITIONAL INFORMATION

The Department of the Navy is an Equal Opportunity Employer. All qualified applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation or any other non-merit factor. Reasonable Accommodation for NAF Employees. People with disabilities are a valued part of the CNIC workforce. CNIC NAF is committed to removing barriers that prevent people with disabilities from applying for jobs, performing the essential functions of the job for which hired, gaining access to job locations, and enjoying all of the benefits and privileges of employment. The goal is full successful integration of people with disabilities into the workplace. Please contact CNIC NAF EEO Service Center: 1-866-295-0320 or MILL_CNIC_NAF_EEO@navy.mil for more information.

TO SUBMIT BY MAIL : MWR NAF Personnel Office,
150 Hase Rd. Bldg. 3249,
NAS Pensacola, FL 32508 **OR...**

FAX: (850) 452-3592 (DSN) 459-3592 **OR... EMAIL:** NASP_NAFPers@NAVY.MIL

(1) Submit a resume to NASP_NAFPers@navy.mil. The position title and number of this vacancy announcement should be shown at the top of the resume.

(2) Present/former NAF employees submit a copy of your last two annual appraisals.

(3) College transcripts required if education is to be substituted for experience.

IT IS AGAINST FEDERAL REGULATIONS TO MAIL APPLICATION FOR FEDERAL EMPLOYMENT IN OFFICIAL GOVERNMENT POSTAGE-PAID ENVELOPES.

1. Reemployment Priority List (RPL): Qualifying separated employees shall have priority placement in the NAF activity from which they were separated as a result of a Business Based Action (BBA), when the position has substantially the same duties as the position from which they were separated and it is not a higher grade or employment category, provided the position is not being filled by an internal candidate.

To claim this preference, you MUST:

- Submit a copy of your BBA Separation
- Notification indicating eligibility for RPL.

2. Military Spouse Preference (MSP): Qualifying spouses eligible for MSP are spouses of an active duty military member of the U.S. Armed Forces, including members of the National Guard or Reserves on active duty. The marriage must have occurred before the military member received official permanent change of station (PCS) orders to the installation listed above. MSP is applicable only when applying for NAF positions at the NF-03 and below and equivalent craft and trade (CT) positions.

To claim this preference, you MUST:

- Submit sponsor's PCS orders to installation you are applying for; AND
- If you are not indicated as a spouse on the PCS orders, you MUST submit proof of marriage prior to PCS.

3. Veteran's Preference/Gold Star Veteran's Preference: Qualifying military veterans, and spouses/parents of deceased veterans shall be given employment preference over non-preference applicants if they are equally qualified. Preference applicable for positions open to external candidates.

To claim Veteran's preference, you MUST:

- Submit a copy of your DD-214 (member 4 copy); AND
- Submit completed SF15 from the Veterans Administration (VA); AND
- Submit any other supporting documentation (disability, official statements, proof of service, etc)

To claim Gold Star Veteran's preference, you MUST:

- Submit completed SF-15 from the Veterans Administration (VA); AND
- Submit a legible copy of DD-1300; AND
- Submit any other supporting documentation (official statements, document of service, court decree, etc).

Qualifying applicants with preferences are considered in the order listed above. Then all other qualifying applicants are considered.

FAILURE TO PROVIDE ALL OF THE REQUIRED AND APPLICABLE DOCUMENTS MAY RESULT IN YOU BEING DISQUALIFIED

ACTIVE DUTY MILITARY: Military regulations require that you obtain a special request authorization form (NAVPERS 1336/3) prior to being accepted for outside employment. If employment is offered, you cannot begin work until this chit is supplied to the NAF Personnel Office.

FOR APPLICATION STATUS OR UPDATES, AND/OR QUESTIONS REGARDING THE RECRUITING PROCESS, PLEASE CONTACT THE NAF PERSONNEL OFFICE AT: 850-452-4675/850-452-3810