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

**ANNOUNCEMENT No. 28-25**

**OPENING DATE: 12 May 2025  
CLOSING DATE: Open till filled**

Applications are being accepted for the position listed below. When applying, refer to this announcement by number. For further information, contact the Aviano Civilian Personnel Office (CPO) at DSN 6328328 or commercial 0434308328. The Application Form U-A714 can be downloaded from the CPO website [www.31fss.com/civilian-personnel-section](http://www.31fss.com/civilian-personnel-section) by clicking on “Documents Library”; the application form will be found at the bottom of the list of document. It will need to be filled out and e-mailed with pertinent documentation to the following address: [31fw.LNstaffing@us.af.mil](mailto:31fw.LNstaffing@us.af.mil) . Applicants will need to ensure they receive an e-mail from the Aviano CPO indicating that the documentation has been acquired; otherwise they will need to call immediately commercial 0434308328.

**TITLE, SERIES, GRADE AND SALARY: Heating Ventilation Air Conditioning Equipment Mechanic, U-5301-05  
(Permanent - 40 hours per week -2 positions)**

**Monthly gross salary euro 2.342,84**

U-05	BP	pm	euro 899,32
	EL	pm	euro 924,29
	CONT	pm	euro 519,23

**LOCATION: 31st Civil Engineer Squadron, Operations Flight, Heating, Ventilation and Air-Conditioning Refrigeration Element/CEOIH, Aviano Air Base, Italy**

**MAJOR DUTIES:** Troubleshoots, repairs, and installs commercial and industrial heating, ventilation, air conditioning and refrigeration systems and supporting equipment. These Systems include heating system (both oil and natural gas fired units), unit heaters, high pressure boilers, refrigeration equipment, air conditioning equipment (also split units), air compressors and water treatment equipment, along with various controls and associated equipment used in these systems. Tests installed equipment for assembly of components and ensures compliance with technical orders, manufactures, handbooks and local procedures. Diagnoses and isolates system malfunctions. Uses specialized test equipment to test readings and operational conditions. Determines nature and extent of repairs required, selects appropriate tools, testing devices and work sequence. Repairs/replaces parts or units as needed and adjusts system components for proper operation. Performs routine preventive maintenance on associated controls. Troubleshoots problem areas and inspects defective equipment and faulty wiring. Diagnoses by visual and audible examination of equipment, by application of prescribed test procedures, and by exploration of probable reasons for equipment failure. Troubleshoots, repairs, maintains, modifies, installs, and operationally tests electric, electronic, digital single and multiple-loop controllers, mechanical systems and equipment using specialized test equipment. Replaces filters, belts, and identifies malfunctions or worn systems components that may cause malfunctions in the future. Conducts test of installed equipment for assembly of components and ensuring compliance with technical orders, manufacturers’ handbooks and local procedures. Analyzes diagnostic test readings and operating conditions and isolates system malfunctions. Determines nature and extent of repairs required, selects appropriate tools, testing devices and work sequence. Repairs/replaces parts or units as needed and adjusts system components for proper operation. Installs, repairs, and maintains domestic and commercial appliances and refrigeration equipment. Installs AC units used to condition the air in warehouses, shops, hangars, hospitals, and large office buildings including areas that have special requirements such as communication centers, computer rooms, operating rooms, laboratories, and other areas with sensitive equipment. Performs troubleshooting, required repairs, maintenance, and adjustments to units or components of industrial or domestic appliances, such as washers, dryers, refrigerators, and stoves, to include, but not limited to, tubs, controls, relay switches, mixing valves, pumps, hoses, seals, bearings, drive mechanisms, tension mechanisms, burners, and exhaust fans. Cleans and oils motors, belts, and other moving parts as necessary. Performs repairs, such as installing and fitting connecting rods, crank shafts,

piston rings, bearings, and bushings; overhauling valves by adjusting or replacing gaskets, springs, floats, diaphragms, valve fittings, seals, and couplings; and aligning motors and flywheel drives. Checks all wiring or electrical power, checks relays and fuses, checks for loose connections, shorts, frayed wires, slipping belts or inoperative motors. Removes and replaces defective parts. Inspect and tests new domestic and industrial appliances after installation, for proper operation, sequence of cycles, ease for absence of unusual noises or vibrations. Install, maintains and repairs air-conditioning and refrigeration units and systems, such as remote AC systems, cooling towers, walk-in and reach-in refrigerators, deep freezers, ventilation and exhaust fans and other comparable equipment. Calibrates controls using specialized testing and measuring equipment to determine efficiency of refrigeration system. Repairs refrigerators by replacement of door latches, gaskets, fans, compartment doors, relays, switches, and thermostat controls. Works with refrigerants and other compressed gases and ensure minimal discharge on environment. Performs welding, brazing, and soldering tasks as required. Performs refrigerant recovery and reclaim operations. Documents actions, gas refrigerant database and maintains records. Repairs, removes and replaces parts or units as needed and adjusts system components for proper operation. Performs routine preventive maintenance (PM) on all systems and on associated controls. Visually examines, troubleshoots, repairs, maintains, modifies, installs, and operationally tests system (electric, electronic, digital single and multiple-loop controllers, mechanical systems and equipment using specialized test equipment). Replaces filters, belts, and identifies malfunctions or worn systems components that may cause malfunctions in the future, also replaces and repairs separate small air conditioning units, example is a split system. Tests installed equipment for assembly of components and ensures compliance with technical orders, manufactures, handbooks and local procedures. Uses specialized test equipment to test readings and operational conditions. Diagnoses/troubleshoot and isolates systems malfunctions. Determines nature and extent of repairs required, selects appropriate tools, testing devices and work sequence. Reviews and stay proficient with work order requirements reflecting systems, parts, and assemblies to be repaired modified or installed. Utilizes safety practices and procedures following established safety rules and regulations and maintains a safe and clean work environment: Uses and assures proper fit of required safety equipment and clothing. Follows federal and state rules when performing jobs or when storing, using, handling, labeling, and disposing of hazardous materials and waste in accordance with environmental standards. *Subject to perform on call duties on after normal duty hours, weekends, and holidays to respond to emergencies.* Work may be performed at remote sites. Incumbent is subject to TDY travel by commercial and/or military aircraft and ground vehicle. Position requires frequent/moderate heavy lifting up to the applicable allowed weight in accordance with (IAW) Italian Safety standards. For further information you may contact the Civilian Personnel Office.

**QUALIFICATIONS:** Interested applicants must possess 73 months of experience in line of work.

A basic knowledge of the English language is required, subject to testing.

Applicants must possess a valid Italian driving license type “B”.

Applicants must be able to obtain and maintain required training and all other certifications related to job performance.

The selected candidate will need to obtain the fit for duty evaluation for the specific position for which considered.

Whenever applicable, the assessment will be conducted during the pre-employment medical exam, IAW Lgs.D. 81/08.

**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. Experience which is not on file at the closing date of the announcement will not be considered. In accordance with Art. 10, paragraph 6, of the Conditions of Employment (COE) *“Making a false or misleading statement in the application for employment or in the process of being hired may be cause for separation”*.

**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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