

AMENDMENT

THE CLOSING DATE OF THE ANNOUNCEMENT NO. 22-26 HAS BEEN AMENDED TO READ “OPEN UNTIL FILLED”.

**JOB OPPORTUNITY ANNOUNCEMENT
AVIANO AIR BASE, ITALY
NON-US APPROPRIATED FUND POSITION**

ANNOUNCEMENT NO. 22-26

OPENING DATE: 18 March 2026

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 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. 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 the Civilian Personnel Office at 0434308328.

**TITLE, SERIES, GRADE AND SALARY: Chef, U-7404-05
(Permanent - 40 hours per week)**

Annual gross income/Reddito Annuo Lordo (RAL) euro 34.372

SEDE: 31st Force Support Squadron, Sustainment Services Flight, Local National Dining Facility/FSWC, Aviano Air Base, Italy.

MAJOR DUTIES: Supervises the activities of subordinates, i.e., Cooks, Cook Helpers, Food Service Workers, Bartenders, etc., involved in the preparation or serving of food. Assigns work, conducts training, approves/disapproves leave, participates in selection for vacancies, discipline and counselling. Personally, prepares and/or oversees the preparation of food such as but not limited to vegetables, poultry, meats, fish, fruits, desserts and salads. Using methods such as roasting, broiling, boiling, stewing or other methods covering four (4) or more menu items. The preparation also includes cutting bulk items into the proper portion size for cooking and serving, in accordance with the recipe requirements. Orders food from the storekeeper as required to ensure sufficient food is available to provide the number of meals forecasted and to minimize waste. Initiates requests for supplies and other materials for kitchen/bar use as needed. Prepares food production worksheets based on historical data, food requisitions, inventory levels, and reconciliation using forms and instructions provided by management. Performs periodic meat cutting test as directed by management. Assist management in preparing menus, food cost cards, and recipes on all menu items. Implements and enforces sanitation and safety policies. Regularly inspects working area and equipment to help ensure a safe environment is maintained. Performs other related duties as assigned, i.e., meal preparation for special events that may be held away from the Italian Dining Facility. Subject to an uncommon tour of duty, to include rotating shift work, nights, weekends, holidays, and rest days. Frequently/moderate heavy lifting up to the applicable allowed weight IAW Italian Safety Standards. For further information, please contact the Civilian Personnel Office.

QUALIFICATIONS: 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/maintain required training and certifications related to job performance.

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