

**MERIT PROMOTION ANNOUNCEMENT**  
**AVIANO AIR BASE, ITALY**  
**NON-U.S. APPROPRIATED FUND POSITION**

**ANNOUNCEMENT No. 40-26**

**OPENING DATE: 19 May 2025**  
**CLOSING DATE: Open till filled**

Applications are being accepted for the position listed below. When applying, refer to this announcement by number. The USAFE-AFAFRICA Form 10, Request for Placement Consideration, can be downloaded from the CPO website <https://31fss.com/civilian-personnel/> by clicking on “Documents Library”. The USAFE-AFAFRICA Form 10 will need to be filled out, signed and e-mailed to the following address: [31fw.LNstaffing@us.af.mil](mailto:31fw.LNstaffing@us.af.mil). The Staffing team will respond acknowledging receipt of the form; if response is not received, please call immediately DSN 6328328 or commercial 0434308328.

**TITLE, SERIES, GRADE AND SALARY: Civil Engineer, Q-0810-Q2/U-01 Trainee**  
**(Permanent - 40 hours per week)**

**Annual gross income/Reddito Annuo Lordo (RAL) at the Q2: 55.002 euro**  
**Annual gross income/Reddito Annuo Lordo (RAL) at the U1 trainee level: 43.052 euro**

**LOCATION: 31<sup>st</sup> Civil Engineer Squadron, Engineering Flight, Portfolio Optimization/CENP, Aviano Air Base, Italy**

**AREA OF CONSIDERATION: Permanent Base Employees, including Temporary Overhires and Aviano Exchange Employees**

**MAJOR DUTIES:** Performs planning and design work for substantial multi-phase new construction, renovations, and improvement projects for real property facilities, including utility systems, utilizing professional knowledge of civil engineering. Prepares, develops or reviews design calculations, cost estimates, schedules, underlying analysis, technical drawings, and specifications related to a wide variety of projects and systems, to include airfields; roadways; site/area development; drainage; foundations; structures; transportation; drainage and other systems of major size and complexity for use on a military installation, airfields, multi-story office buildings, large utility plants, hospitals, hangars, flight simulators, and similar structures. Work requires the adaptation of standard civil engineering practices on more complex features. Typically, incumbent is assigned projects of considerable difficulty, containing combinations of unusual features and requiring significant departures from previous approaches. Evaluates design objectives and identifies most economical and efficient procedures for building and utility civil design and performance, considering all functional and aesthetic requirements. Applies standard civil engineering theory and practices to create engineering solutions without technical instruction or guidance and identifies limits of the problems involved. Contributes to the development of graphic presentations, construction documents, engineering studies, cost estimates, charts and strategies to communicate with stakeholders. Develops statements of work and other documents necessary to support contract solicitation from various contracting agencies. Coordinates all design phases with appropriate stakeholders, managers and staff elements. Incorporates knowledge of other engineering disciplines and architecture in development and management design concepts and projects. Provides guidance to team members, monitors their progress throughout the project, and gives input to supervisors on performance. Prepares project time schedules and cost estimates. Serves as a technical consultant/design project engineer on all design aspects of the project and serves as technical expert in support of contract negotiation and/or contract administration. Serves on A&E selection boards and construction contract source selection boards. Acts as a project liaison with Mission Partners, Community leaders, the US Army Corps of Engineers (USACE), US Naval Facilities Command (NAVFAC), and/or other design agencies. Manages projects for new construction, renovations, and improvements to real property facilities and maintains surveillance over construction contractors utilizing a professional knowledge of civil engineering and knowledge of architecture and other engineering and disciplines to ensure overall compliance with contracted specifications, schedules, etc. Applies professional civil engineering theory and practices and knowledge of other engineering disciplines to assigned projects. Utilizes civil engineering techniques and processes to translate complex project or program requirements into engineering solutions. Checks or reviews work on projects planned by contractors for quantities, cost, accuracy, completeness, agreement between architectural and engineering elements, sketches, and specifications. Work includes mainly the NATO Security Investment Program (NSIP) funded or joined funded projects. Ability to utilize multiple contract execution vehicles to include Simplified Acquisition of Base Engineering Requirements (SABER), Multiple Award Construction Contract (MACC), indefinite delivery/ indefinite quantity (IDIQ), “full and open” contract work, and work executed by a design and/or construction agent such as the US Army Corps of Engineers, NAVFAC, AFCEC, or Genidife. Oversees projects which, on a recurring basis, include multi-year large scale or unique one-of-a-kind projects and perform work on airfield runways, utility systems, aircraft maintenance shops/hangars, labs, recreation spaces, administrative offices, dormitories, weapon system facilities, infrastructure systems supporting critical military missions, etc. Performs detailed preconstruction site surveys. Provides technical review and/or prepares as-built drawings at the end of

construction. Assists in evaluating construction bids for technical sufficiency. Develops or reviews specifications, schedules, and coordinates with customers to incorporate all their requirements while ensuring compliance with building codes, unified facility criteria, and all other applicable laws, regulations, and policies. Inspects and/or oversees construction to ensure compliance with contract documents and resolves differences with contractors. Prepares/reviews change orders prior to contract modifications. Serves as technical consultant on all aspects of the project to resolve challenges, coordinate actions of team members, and advise / provide updates to leadership. May be involved with Judge Advocate General's Office on contractor performance problems and provides recommendations to withhold payment if justified. Provides technical review and support to construction contract source selection boards. Plans, programs, budgets, and executes required projects in support of assigned programs. Uses cost estimating tools to produce government estimates, program projects, and compete for funding in Air Force corporate processes. Assesses validity, feasibility, and impacts (economic, environmental, etc.) of projects and base development actions, and integrates with overall installation plans. Performs or supports requirements programming for the NATO Security Investment Program (NSIP) and interrelated other programs such as O&M, MILCON, non-appropriated fund (NAF), military family housing (MFH), etc. Actions include validating requirements using Sustainment Management systems (SMS) and AFI's, applying asset management principles, performing economic analysis, and coordinating with the installation facilities board. Programs US Conjunctive funding projects. Programming actions consider statutory and other delegated project approval authorities. Prepares short and long-range fiscal budgets for program activities based on the relative priorities and available funds. Ensures project programming accurately reflects requirements to ensure project scores appropriately in the Air Force Comprehensive Asset Management Plan (AFCAMP) process. Identifies requirements and assists the development of contract Statements of Work (SOWs). Participates in contract negotiations and review of contractor's proposals under guidance of Contracting Officer (CO). Provides direction, interpretation, and adaptation on applicable guidelines (i.e. AFIs, UFC) for project implementation. Guides projects to completion within contract cost, schedule, and budget. Identifies and resolves project issues and analyzes effectiveness of solution. Tracks project status and summarizes and presents program and budget status reports as needed to leadership. Maintains compliance with Fiscal Law (i.e., appropriations) and Anti-Deficiency Act. Manages program budget within available funds and requests additional funds when needed. Keeps abreast of emerging technology for incorporation into projects and programs. Responsible to coordinate NATO O&M Inspections, JFAIs, and Other NATO Visits. Responsible for facilitating Host Nation-ship transfers and submission of requests for NATO authorizations. Provides consulting services and project coordination. Coordinates projects with NATO representatives, the USAFE NSIP team, and other engineers in a variety of disciplines, architects, and planners as well as contracting officers, tenant organization representatives, and construction agents such as from private contracting companies, NAVFAC, US Army Corps of Engineers, AF Civil Engineer Center, and AF Installation Mission Support Center. Applies knowledge of other disciplines to determine coordination required to ensure all design and constructability considerations have been addressed. Gathers stakeholders and leads civil design and analysis within project development. Links project criteria to mission features and impacts. Works across organizations, disciplines and flights/branches to integrate functional, spatial and technical requirements for complex construction and utility projects using sound communication, written and oral. Ensures proper interface with other architectural/engineering specializations, communications/IT organizations/systems, security requirements, etc. Interacts and advises commanders, senior leaders, mission partners, and other stake holders on project information as required. Collects data and evaluates factors which affect the application of concepts, principles, theories, and methods required to observe, examine, measure, analyze, map, and describe physical and technical features and phenomena. Uses computers/computer software such as information management programs, Sustainment Management Systems (SMS), Computer Aided Design and Drafting (CADD) programs, and project tracking programs to solve engineering problems and facilitate work. Performs work in facilities operations and maintenance (O&M) functions. Supports or serves as Activity Management Plan (AMP) Manager responsible for developing short- and long-range facilities and infrastructure priorities and requirements including those in support of NATO Support Plans. Complies with health, safety, and environmental rules and procedures and performs work in a manner that enhances the safety of the work environment. Ensures federal, state, and local codes concerning health, safety, and the environment are strictly adhered to in the programming, design, and construction of real property facilities. Interpret standards, codes and policies and routinely apply them to develop project requirements, create designs and/or review design submissions. May be required to travel by military and/or civilian aircraft in the performance of official duties. For further information, please contact the Civilian Personnel Office.

## **Reference Office of Personnel Management (OPM) qualification standards**

**QUALIFICATIONS AT THE Q2 LEVEL:** Interested applicants must possess professional knowledge of engineering principles and concepts acquired through a "Laurea del vecchio ordinamento" or "Laurea di secondo livello" in the specific discipline i.e. "Ingegneria Civile" or other related fields, plus 1 (one) year of specialized experience equivalent to the next lower grade level (U-01) 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 civil engineering concepts, principles, and practices and familiarity with architectural and other engineering disciplines; 2) Knowledge of a broad range of engineering and construction standards, methods, practices, and techniques, materials, and equipment to determine compliance with federal, state, and local codes and regulations; of standard contracting regulations, practices, and procedures as it relates to facilities engineering; knowledge of health, safety, and environmental requirements as outlined in applicable standards, regulations, and/or technical orders; of environmental principles, practices, procedures, laws, regulations, and current legislative issues; of work classifications and the regulatory and statutory restrictions on the expenditures of appropriated and non-appropriated funds; 3) Knowledge of automated data processing concepts, systems capabilities, and economic usage to effectively accomplish assigned functions; and knowledge of program planning and budgeting cycles, financial control and budget systems and management; 4) Knowledge of aesthetic and functional design techniques and skill in preparing project documentation, to include preliminary drawings, sketches, and construction drawings; and

technique / skill in drafting sufficient to convey design concepts and ideas and formulate working drawings 5) Ability to plan, conduct and record site/facilities surveys and inspection; to analyze, interpret, and apply results, rules, regulations, and procedures in a variety of situations and recommend timely and economical solutions.

**QUALIFICATIONS AT THE U-01 TRAINEE LEVEL:** Interested applicants must possess professional knowledge of engineering principles and concepts acquired through a “Laurea del vecchio ordinamento” or “Laurea di secondo livello” in the specific discipline i.e. “Ingegneria Civile” or other related fields, plus 1 (one) year of specialized experience equivalent to the next lower grade level (U-02) and 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 civil engineering concepts, principles, and practices and familiarity with architectural and other engineering disciplines; 2) Knowledge of a broad range of engineering and construction standards, methods, practices, and techniques, materials, and equipment to determine compliance with federal, state, and local codes and regulations; of standard contracting regulations, practices, and procedures as it relates to facilities engineering; knowledge of health, safety, and environmental requirements as outlined in applicable standards, regulations, and/or technical orders; of environmental principles, practices, procedures, laws, regulations, and current legislative issues; of work classifications and the regulatory and statutory restrictions on the expenditures of appropriated and non-appropriated funds; 3) Knowledge of automated data processing concepts, systems capabilities, and economic usage to effectively accomplish assigned functions; and knowledge of program planning and budgeting cycles, financial control and budget systems and management; 4) Knowledge of aesthetic and functional design techniques and skill in preparing project documentation, to include preliminary drawings, sketches, and construction drawings; and technique / skill in drafting sufficient to convey design concepts and ideas and formulate working drawings 5) Ability to plan, conduct and record site/facilities surveys and inspection; to analyze, interpret, and apply results, rules, regulations, and procedures in a variety of situations and recommend timely and economical solutions.

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

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

**Applicants must be able to attend/obtain and maintain required training and certifications.**

**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 medical exam, IAW Lgs. D. 81/08.**

**IF THE POSITION IS FILLED BELOW THE FULL PERFORMANCE LEVEL, THE SELECTED CANDIDATE MAY BE NON-COMPETITIVELY PROMOTED AFTER ALL TRAINING AND EXPERIENCE REQUIREMENTS OF THE NEXT HIGHER LEVEL HAVE BEEN MET.**

**APPLICANTS MAY APPLY AND BE CONSIDERED FOR POSITIONS AT ANY LOWER GRADE, LOWER PAY, OR DIFFERENT EMPLOYMENT CATEGORY. IF QUALIFIED AND SELECTED, ARTICLE 13 OF THE CONDITIONS OF EMPLOYMENT (COE) DATED 1 APRIL 2024 WILL APPLY.**

**APPLICANTS MUST ENSURE THAT ALL QUALIFYING EXPERIENCE IS DOCUMENTED IN THEIR APPLICATIONS. Submit an amendment with USAFE-AFAFRICA Form 10, if necessary. 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.

**PLEASE POST ON YOUR BULLETIN BOARD**