

# **JOB OPPORTUNITY ANNOUNCEMENT**

## **AVIANO AIR BASE, ITALY**

### **NON-U.S. APPROPRIATED FUND POSITION**

**ANNOUNCEMENT NO. 35-25**

**OPENING DATE: 16 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 USAFE-AFAFRICA714 can be downloaded from the CPO website <https://31fss.com/civilian-personnel/> by clicking on "Forms and Information"; 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.

**This is an INTERDISCIPLINARY POSITION to be filled with the candidate that meets the qualifications of one of the listed title and series.**

**TITLE, SERIES, GRADE AND SALARY: Geospatial Information Officer, Q-0150/1370/1373-Q2/U-01 Trainee, (Permanent - 40 hours per week)**

**Monthly gross salary euro 3.852,71**

Q-Q2	BP	pm euro	1.676,02
	3EL	pm euro	1.642,03
	CONT	pm euro	534,66

**Monthly gross salary euro 3.013,44**

U-01 Trainee	BP	pm euro	1.285,28
	3EL	pm euro	1.197,12
	CONT	pm euro	531,04

**LOCATION: 31<sup>st</sup> Civil Engineer Squadron, Engineering Flight, Project Management Element/CENME, Aviano Air Base, Italy**

**MAJOR DUTIES:** The primary purpose of this position is to serve as a senior professional performing work such as Installation GeoBase Space expert, Geographic Information Systems (GIS) resource specialist; study and develop planning methods or plans to apply to future installation needs; perform technical work in geospatial sciences and related web-based and workstation-based programming and editing within an enterprise geodatabase environment. Serves as Installation Cartographer, or Geographer, with responsibility for the overall coordination and program development of high-quality, cost-effective Computer Aided Drafting and Design/Geographic Information Systems (CADD/GIS) tools, systems applications, and programs. Develops, maintains, and supports software and databases necessary for architectural, engineering, and base management practices including facilities management, environmental management, site plan development, utilities design and maintenance, architectural floor plans, existing conditions mapping, future developmental plans, emergency response system, inventory real property management, and other planning systems. Studies new methods and applications and provides expert advice on techniques and tools available for solving CADD/GIS related technical problems. Collaborates with other scientists, engineers, architects and community planners within USAFE and other DOD agencies throughout Europe. Maintains a broad working knowledge of Computer Aided Drafting and Design (CADD)/Geographical Information systems (GIS) hardware and its related software to effectively trouble-shoot technical problems and adjust future guidance accordingly. Prepares reports on mission accomplishments. Provides policy guidance to using organizations within USAFE regarding standards for and usage of CADD/GIS products and services. Develops, updates, coordinates, and implements GIS data such as maps, real estate and engineering data, etc., for use by the base planner and USAFE-AFAFRICA. Initiates, conducts, coordinates, monitors, and participates in technical studies to determine the feasibility and the capability of the GIS technology to support current/new missions or long-range programs. Assignments typically are characterized by significant departures from established practice. Works with other GIS personnel ensuring GIS system compatibility with installations throughout USAFE-AFAFRICA. Participates in Joint Service GIS Steering Group to coordinate, exchange techniques and tools available for solving related technical problems. Assists other GIS users, engineers, architects, and community/master planners within Europe, and coordinates with other DOD agencies throughout USAFE-AFAFRICA. Provides technical advice on application of GIS software and database management in a variety of technical environments. Participates in the development of CADD/GIS related management and design programs, applications software guidance, standards and instructions. Participates in the development and maintenance of instructional course content, curriculum and manuals, and in providing instruction materials to students in either formal classroom settings or informal site visits. Maintains and applies accepted digital data standards including Spatial Data Transfer Standards (SDTS)/Federal Information Processing Standards (FIPS) 173, Federal Geographic Data Committee (FGDC) standards and the Tri-Service Spatial Data Standards (TSSDS). Leads work performed by CENME. Within the nature and scope of assigned duties and responsibilities, assign's work, provides general instructions, completion timeframes and priorities on work requirements. Identifies, distributes and balances workload and tasks in accordance with established workflow and

skill level of team members. Coaches the team in the performance of work, selection and application of appropriate problem-solving methods and techniques. Advises on work methods, practices and procedures and assists in identifying the parameters of a viable solution. Provides or arranges for training in methods and techniques (formal and on-the-job) to accomplish tasks or projects. Makes recommendations concerning promotions, recognition of outstanding performance, etc. Communicates reports to supervisor on the employee's progress, training needs, disciplinary problems and levels of performance. Maintains projects file. Maintains effective working relationships with scientists, engineers, designers, and planners from other agencies and customers, to include contractors, to facilitate the exchange of information and resolve problems. Represents the installation at meetings and conferences to present information and gain support for the GIS Program. 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. "Architettura", "Urbanistica", "Ingegneria Civile", and other related fields, plus 1 (one) year of specialized experience equivalent to the next lower grade level 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 concepts, principles, techniques, and practices of community planning and mapping, to include extensive experience with ESRI ArcGIS Suite (Desktop, Pro) and Portal applications; 2) Professional knowledge of the interrelationships of elements of social science and design disciplines involved in human settlements and the dynamics of change within these elements. Ability to apply knowledge to geodatabases and ability to implement/edit them; 3) Knowledge of computer database management and ability to apply knowledge to information processing standards and procedures to CADD/GIS design and programming projects; 4) Ability to analyze planning problems, identify and define goals and objectives to coordinate planning activities and programs at and between several organization levels; 5) Knowledge of public utility and infrastructure systems and how to incorporate their location and data into GIS products.

**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. "Architettura", "Urbanistica", "Ingegneria Civile", and 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 concepts, principles, techniques, and practices of community planning and mapping, to include extensive experience with ESRI ArcGIS Suite (Desktop, Pro) and Portal applications; 2) Professional knowledge of the interrelationships of elements of social science and design disciplines involved in human settlements and the dynamics of change within these elements. Ability to apply knowledge to geodatabases and ability to implement/edit them; 3) Knowledge of computer database management and ability to apply knowledge to information processing standards and procedures to CADD/GIS design and programming projects; 4) Ability to analyze planning problems, identify and define goals and objectives to coordinate planning activities and programs at and between several organization levels; 5) Knowledge of public utility and infrastructure systems and how to incorporate their location and data into GIS products.

**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 pre-employment 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 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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