

**JOB OPPORTUNITY
JOINT REGION MARIANAS
NON-APPROPRIATED FUND (NAF) POSITION
*****AMENDED*******

ANNOUNCEMENT NO: JRM-22-179

POSITION TITLE: Recreation Assistant (Lifeguard), NF-0189-02, Flexible, 2 Vacancies

SALARY: \$17.25 - \$19.00 per hour

LOCATION: Charles King Fitness Center, Morale Welfare Recreation (MWR) Department, Naval Base Guam (NBG)

WHO MAY APPLY: Open to all

OPEN DATE: 09 May 2022

CLOSING DATE: 05 July 2022

Changed from: 15 June 2022

SUMMARY: The mission of Joint Region Marianas (JRM) Warfighter & Family Readiness (WFR) is to provide the highest quality programs and services to the military community through self-sustainment across all quality of life programs. Through our work at both Morale Welfare and Recreation (MWR), Naval Base Guam (NBG), 36th Force Support Squadron (36FSS), Andersen Air Force Base (AAFB), Guam, and Marine Corps Base Camp Blaz (MCB CB) Guam, we strive to be the global model of professional support services for our customers while they are stationed here under one unified command. Please visit our website for further details: <http://www.militarymwr Guam.com/>.

Please note when a Permanent Change of Station (PCS) with the federal government is performed as part of a relocation, the IRS considers the majority of your entitlements to be taxable. The Relocation Income Tax Allowance (RITA) may offset the impact of some of these taxes. For more information you may visit the following website: <https://www.dfas.mil/CivilianEmployees/Civilian-Permanent-Change-of-Station-PCS/Tax-Information/>.

AMENDMENT: Vacancy announcement amended to change "Closing Date" to "05 July 2022". Applicants who applied previously under the same Announcement No. need not re-apply unless submitting updated and/or missing information.

RESPONSIBILITIES: Major duties and responsibilities are summarized below.

Performs all pool and/or waterfront lifeguard responsibilities (e.g., supervising swimmers/patrons and their activities, monitoring all natural water activities, applying first aid, enforcing safety rules, reporting safety hazards to supervisor, performing water rescues as necessary, etc.). Observes conditions of area assigned (e.g., possible hazards, water/chemical conditions, wind and weather, etc.) to ensure a safe environment, removing hazardous materials when necessary (e.g. floating debris, glass, etc.). Performs rescue work, promptly renders cardiopulmonary resuscitation (CPR) or emergency first aid, and calls for medical assistance as necessary. Conducts and documents pool chemical testing results. Checks chlorine and pH levels on a scheduled basis; notifies Certified Pool Operator or supervisor of chemical imbalances; adjusts chemicals as directed. Documents marine life, water conditions and weather conditions. Marks swim and surf areas with a flag system (Waterfront Only). Operates rescue vehicles (e.g., personal watercraft (PWC) rescue craft, patrol boats, automobiles, etc.), as needed (Waterfront Only).

A complete list of duties and responsibilities will be provided at the time of hire.

TRAVEL REQUIRED: No

SUPERVISORY STATUS: No

RELOCATION AUTHORIZED: No

CONDITIONS OF EMPLOYMENT: *SEE QUALIFICATIONS*

QUALIFICATIONS: In order to qualify for this position, resumes must include information which demonstrates experience and knowledge, skills, and ability (KSAs) as they relate to this position. Applicants are encouraged to be clear and specific when describing their experience level and KSAs. If you are relying on your education to meet qualification requirements: Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from [schools accredited by accrediting institutions recognized by the U.S. Department of Education](#). Applicants qualifying based on education, time in grade, credentials, certification, training and/or module completion MUST provide proof of education, personnel action or SF50, credentials, statement of service, certification, training and/or module completion at the time of resume submission. Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

Combination of experience related to customer service and or recreation activity based functions.

Knowledge of pool and waterfront safety rules. Knowledge of the beach environment, marine life, and beach and water hazards (Waterfront Only). Knowledge of DoD, DON and CNIC policies and procedures governing aquatic assessment testing and certifications. Knowledge of applicable policies and procedures of MWR regarding the use of Aquatic facilities and waterfront operations. Knowledge of cash handling procedures. Ability to appropriately identify hazards or hazardous situations and identify a patron's need for assistance immediately. Ability to tactfully, but forcefully, provide instruction on water safety, facility rules and regulations, and enforce them. Ability to conduct routine safety inspections of the facility and pool area to ensure they meet environmental health standards. Knowledge of and ability to conduct pool chemical testing, document the results, and adjust chemical imbalances, as directed. Skilled or proficient in surf lifesaving techniques and radio communications to perform a safe and efficient rescue operation. Ability to exercise control over a large group of people. Ability to communicate effectively both orally and in writing.

Work is performed in indoor or outdoor aquatics facilities. Indoor aquatics facilities are subjected to high humidity. Outdoor aquatics/waterfront facilities are subjected to variable weather conditions. Work includes extended hours of sitting and standing and requires prolonged hours in the pool during swim lessons or other activities. Work involves frequent lifting or pulling of pool equipment, cleaning supplies, and program participants. Applicant must be able to maintain physical ability to complete the swim and rescue skill portion of their respective certifying agency. The incumbent must be able to lift and carry objects up to 50lbs independently and objects over 50lbs with assistance, while performing normal duties in the area. May perform work that poses physical demands beyond normal requirements during rescue.

Must have or be able to obtain and maintain a valid state driver's license. Must be able to work varied work schedules to include nights, weekends and holidays. Must be able to work with hazardous and biohazardous materials (e.g., cleaning agents, pool chemicals, blood, etc.). Must be able to satisfactorily complete background investigation - National Agency Check with Written Inquires (NACI), upon hiring and renew every 5 years. Must be able to pass an initial and recurrent physical agility test. Must be able to complete an ocean run swim run event (1/4 mile run, 500-meter swim, 1/4 mile run). (Waterfront Only) Must be able to complete a 500-meter swim in less than 10 minutes in a controlled environment (Waterfront Only).

Lifeguard Pool must possess and maintain the following certifications:

- Lifeguard Training Certification in accordance with CNICINST 1710.3;
- CPR for the Professional Rescuer and Healthcare Providers;
- First Aid to include Automated External Defibrillator Certification; and
- Blood Borne Pathogens.

Lifeguard Waterfront must possess and maintain the following certifications:

- International Life Saving Federation or Red Cross Waterfront;
- CPR for the Professional Rescuer and Emergency Response through the American Red Cross or equivalent; and
- Blood Borne Pathogens.

The following certification is preferred, in addition to the required certifications above:

- American Red Cross Small Craft Safety Training

Subject to satisfactory completion of background checks.

EDUCATION: *SEE QUALIFICATIONS

HOW TO APPLY:

• A resume must be provided. It must include relevant work experience (start/end dates stated in month/year, # of hours worked per week, detailed description of duties, and salary), applicable education, and your contact information. For current or previous Federal employees, it should also include the Pay Plan, Series and Grade for each work experience entry. **Your resume is the main resource used to assess your knowledge, skills, and abilities as they relate to this position. You should be clear and specific when describing your work experience as it relates to this position.**

• For current or previous Federal employees, please attach a copy of your most recent SF-50 or agency notification of personnel action form that provides current position, grade level, and duty location.

• Please provide a copy of your College transcript(s) which support those qualifications for which you wish to have considered.

All resumes and documents required to prove eligibility **MUST** be submitted by the closing date on the announcement in order to be considered. **It is the applicant's responsibility to ensure accuracy and completion of requirements upon submission. Failure to provide such documentation may prevent applicants from receiving full consideration for the position.**

Submit resume and required documentation via email to NAFJOBS@fe.navy.mil. For additional information visit our website at <http://www.militarymwrquam.com/jobs>.

*******NOTE:** Due to the volume of resumes received, applicants **will not** be notified of any missing documentation, information, and/or notice of non-selection. **Emails and/or inquiries to NAFJOBS@fe.navy.mil will not be responded to.** Applicants may contact our office at (671) 349-1154 / 2154 / 2210 / 3154 / 5154 to inquire on application status only.

ALL APPLICANTS: Applicants qualifying based on education, time in grade, credentials, certification, training and/or module completion **MUST** provide proof of education, personnel action or SF50, credentials, statement of service, certification, training and/or module completion at the time of resume submission.

*Current or prior federal employees, please submit your most recent personnel action or SF50.

*Military retirees, please submit your statement of service.

*Documentation submitted for other/previous vacancies is not considered as part of this submission.

Some positions have special requirements. In these cases, selection is tentative pending satisfactory completion of these requirements.

APPLICANTS CLAIMING HIRING PREFERENCE: Please ensure you complete and submit ALL required documents to claim preference at the time of resume submission. All forms to claim preference can be downloaded via our website at <http://www.militarymwrquam.com/jobs>.

WHAT ARE PREFERENCES? Preferences are advantages in the candidate selection process. Individuals can claim the following preferences:

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 Guam. 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**:

- Complete and Submit MILITARY SPOUSE PREFERENCE (MSP) CLAIM FORM. Form may be downloaded from: [Download MSP Form](#); **AND**

- Submit sponsor's PCS orders to Guam.

***If you are not indicated as a spouse on the PCS orders, you **MUST** submit proof of marriage prior to PCS to Guam.

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**:

- Complete and Submit VETERAN'S PREFERENCE WORKSHEET. Form may be downloaded from: [Download Vet Preference Form](#); **AND**

- Submit a copy of your DD-214 (member 4 copy)

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

- Complete and submit completed SF-15, APPLICATION FOR 10-POINT VETERAN PREFERENCE. Form may be downloaded from: [Download SF-15 Form](#); **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 information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

BENEFITS: A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding.

- Benefits for federal employees
- Healthcare insurance
- Pay and leave

You can review our benefits at: <http://www.navymwr.org/resources/hr/>

Regular Full-Time (35 - 40 hours per week) All benefits offered including medical, dental, life insurance, spouse & child life insurance, long term disability, annual and sick leave, retirement, and 401(k) savings plan.

Regular Part-Time (20 - 34 hours per week) Medical, dental, life insurance, spouse & child life insurance, annual and sick leave, retirement, and 401(k) savings plan.

Flexible (0 - 40 hours per week) No benefits offered.

OTHER REQUIREMENTS: Some positions have special requirements. In these cases, selection is tentative pending satisfactory completion of these requirements.

All selections are contingent upon obtaining satisfactory background and employment reference checks.

Males must be registered for or exempt from Selective Service (<https://www.sss.gov/register/>).

Selectees are required to participate in direct deposit.

We are an E-Verify participant.

The Department of Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should email them to: M-GU-JRM-NAFHRO-N9@fe.navy.mil to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case-by-case basis.

PRIVACY ACT STATEMENT FOR NAF APPLICANTS: Authority to request this information is derived from 5 U.S.C. 301, Departmental Regulations. The purpose of this information is to determine the qualifications, suitability, and availability of applicants for employment with a NAF activity, and of current employees for reassignment, reinstatement, transfer, or promotion. The information will be used to assess qualifications, entitlement, and overall employment suitability. Completion of information on this form is voluntary. Failure to provide this information may prevent you from receiving full consideration for the position you seek.

HOW YOU WILL BE EVALUATED: Any experience, education, or other qualification presented on your application and/or resume is subject to evaluation and verification. Submissions are reviewed to determine if applicants meet the hiring eligibility and qualification requirements and to determine the level of KSAs related to the job requirements. Best qualified applicants are referred to the hiring manager in accordance with Military Spouse and Veteran Preference policies where applicable. If your application and/or resume lacks sufficient information, you will be rated accordingly or may be considered ineligible. The hiring manager may choose to conduct interviews, which may also be subject to evaluation and verification.

WHAT TO EXPECT NEXT: Applicants may be contacted for an interview within 4-8 weeks of the announcement closing date.

If you are selected for a position, you will be contacted by the JRM Regional NAF Human Resources Office with a tentative job offer. Final job offer upon completion of all pre-employment requirements.

We reserve the right to close this position without further announcement.

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