



US Visiting Forces

Local National Direct Hire (LNDH)

Job Title:	Training Technician	PP-SRS-GRD:	S-1702-09
Location:	RAF Lakenheath	Vacancy Number	VA23 48 FSS RPA 245587
Open Date:	23 November 2023	Close Date	30 November 2023
Work Hour Per Week	37.5	Salary (Per Hour)	£15.87- £22.02

NOTE: Several vacancies may be available - multiple selections can be made from this announcement

Main Purpose

We are currently seeking a highly skilled and motivated individual to join a premier team of Training Technicians at the 48 Force Support Squadron, Royal Air Force Lakenheath, United Kingdom.

The primary purpose of this position is to oversee, plan, coordinate, and execute the assigned professional military and civilian training programs. The duties will include the allocation and sub-allocation of formal training requirements, enrolling, scheduling and/or deferment in accordance with legal and regulatory guidance. The successful applicant will manage the Civilian and Military formal training program for 48th Fighter Wing in addition to being the Professional Military Education Administrative Support. They will represent the Formal Training Section with a variety of installation and functional area organizations and plan and schedule training assembly support.

If you're looking for a challenging, gratifying career supporting the US Visiting Forces in the United Kingdom -- this job is for you; apply today!

Knowledge and Experience Required

Applicants must demonstrate the following:

1. Comprehensive knowledge of military personnel policies, Air Force Reserve Command mission, training methods and programs, and Air Force testing programs is highly desirable.
2. Knowledge of automated systems, personal computers, and software.
3. Ability to analyze data/products to determine adequacy of training programs.
4. Ability to communicate effectively with a diverse group of individuals, both orally and in writing, using tact and courtesy.
5. Knowledge of training goals and objectives to advise in the management and implementation of training goals for the unit personnel is desirable.
6. Knowledge of Air Force specialty code skill-level qualifications, update, enhancement, and proficiency training requirements is desirable.

Other Important Information

- Hours of work: Mon-Fri 0800-16.30. Start & end times may be modified due to mission needs and in accordance with organization's flexible working policies.
- Will be required to handle and safeguard sensitive information in accordance with applicable US and UK laws, rules, and regulations.
- Must obtain and maintain the appropriate security clearance.
- May be assigned other duties that are appropriate to the grade and skill set of the employee.
- May be required to travel by military and/or civilian aircraft in the performance of official duties or attend necessary training. Position may be coded as mission essential.
- A 6-month probationary period will be required.
- Overtime may be required.
- May be required to travel overnight to US or other countries in the performance of official duties or attend necessary training.

Other significant facts pertaining to this position are:

1. Personnel data to which the incumbent has access is controlled by the Privacy Act of 1974 and must be safeguarded appropriately.
2. Will be required to observe US Federal Holidays in lieu of UK Public Holidays

Benefits

- 25 days Annual Leave + UK Bank Holidays, Annual Leave year-to-year carryover in accordance with program policy
- Paid Sick Leave; year-to-year carryover in accordance with program policy
- Pension Scheme
- Life Assurance Scheme
- Employee Assistance Program (EAP)
- Free on-site parking
- Specialized Training provided throughout entire period of employment
- Development opportunities available
- Time off, cash and honorary awards and recognition available for significant contributions and consistent high performance
- Free access to on-site gym facilities
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Who Can Apply

- Citizens of the UK, Nationals of European Community (EC) Countries, and Commonwealth Citizens, other Foreign Nationals, and Stateless persons provided no restrictions have been imposed as a condition of continued residency in the UK.
- Applicants who have a minimum of five years consecutive residency in the UK are considered for this position; however, those who do not meet this criterion will be considered on a case-by-case basis. All successful applicants will require a security clearance.
- Please note pre-appointment security clearance requirements may delay start date.
- Proof of identification in the form of a photo ID will be required, for example a driving license or current passport.
- This position may have certain restrictions to US citizens due to the Status of Forces Agreement. For additional information contact the LNDH team on 01638 544955.

How To Apply

Interested candidates must complete an application form obtainable from the Civilian Personnel Website; https://www.mildenhall.af.mil/Portals/9/documents/civ_pers/AFD-150724-024.pdf?ver=2016-04-28-085219410.

All applications must submit the following documents via email to 100fss.fsmc6@us.af.mil and received prior to the closing date to be considered for the position.

Required Documents

- LNDH Application
- Curriculum Vitale and/or Resume

Optional Documents

- Transcripts
- Certifications
- Letters of Recommendation
- Right to Work Documentation

Equal Opportunity Employer

There will be no discrimination in employment practices based on gender, age, marital status, disability, race, nationality, religion or beliefs, sexual orientation, being or not being a member of a trade union.



