

**Structural Sub AMP Manager, S-08XX (91)-11**

**RAF Lakenheath**

Vacancy Number: 48 CES VA20 RPA 035173

**Closes: 19 November 2020, 23:59**

**37.50 hours per week**

**£17.37 per hour**

**Main Purpose**

The 48<sup>th</sup> Civil Engineering Squadron is seeking someone to assist in related sub-activity management plans (sub-AMP) for structural assets, roofing systems, foundations, airfield pavements, facility interior systems, environmental, housing, and facility space. Your duties will include planning, organizing, and supporting the AMP Managers with planning activities to include researching, interpreting, analyzing and applying engineering guidelines, policies, regulations, etc., appropriate to the section, hold formal meetings, represent the section with a variety of installation and functional area organizations as well as manage the technical, engineering, and administrative operations to optimizing installation strategic planning and activity/asset performance.

**Knowledge and Experience Required**

Please provide detailed work experience as it relates to the required competencies listed below, as this will be used to determine your qualification for this position.

1. The position requires the incumbent to possess a degree in a subject matter related field appropriate to the position (General Engineer/Architecture/Civil Engineer/Mechanical Engineer, Electrical Engineer) OR a combination of education and specialized work experience.
2. Must have experience and be proficient in the use of Microsoft Office programs with particular emphasis on Microsoft Excel.
3. Must be experience evaluating state-of-the-art scientific and engineering technologies and incorporating them into the planning, design, operations, maintenance, repair and upgrade of installation natural/built infrastructure.
4. Must be able to analyze and plan work to meet program requirements and objectives with available resources.
5. Ability to communicate effectively, both orally and in writing, with senior officials from a broad array for activities, including national and local government, and industry.
6. Knowledge of professional engineering and/or asset planning principles, methods, and investment processes for the development of a composite installation and public complex is desired.
7. Knowledge of the principles of planning and program management: common business and economic principles, theories, concepts, and procedures; financial management principles and standards; and the planning, programming, budgeting systems (PPBS) is desired.
8. Knowledge of safety, security, personnel management, and application regulations, practices and procedures is desired.

	Yes	No
Security Clearance	X	
Driving Licence <b>Category B</b> <b>Please provide a copy of your licence with your application</b>	X	
Pre-employment Medical		X
Immunizations		X
Food Handler's Certificate		X

## Other Important Information

1. May be required to travel away from normal duty station for TDY or training as directed by management, sometimes on short notice and including overnight stays, travelling by military or commercial aircraft or by any other designated means.
2. The work may require the employee to drive a motor vehicle. An appropriate valid driver's license is required for this position.
3. May be required to serve as a member of the Emergency Response Force during exercises or in the event of an actual emergency.
4. Inspections may be conducted in "hard hat" areas and may require walking, bending, climbing and stooping.
5. Appropriate professional registration/certification is desired but not required.
6. Employee must obtain and maintain the appropriate security clearance.
7. Employee may be required to work other than normal duty hours, which may include evenings, weekends, and/or holidays.
8. May be assigned other duties that are appropriate to the grade and skill set of the incumbent.
9. Must wear appropriate PPE when attending site visits.
10. Position may be coded as mission essential

Position is on a fixed schedule. Monday – Friday 0800 – 1630.

## Benefits

- Paid Annual Leave
- Paid Sick Leave
- Pension Scheme
- Life Assurance Scheme

## Who Can Apply

Citizens of the U.K., 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 criteria 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 licence 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=2016-04-28-085219-410](https://www.mildenhall.af.mil/Portals/9/documents/civ_pers/AFD-150724-024.pdf?ver=2016-04-28-085219-410) . All applications, with relevant attachments and CV must be submitted via email to [100fss.fsmc6@us.af.mil](mailto:100fss.fsmc6@us.af.mil) and received prior to the closing date.

## 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.

